



**U.S. Department
of Transportation**

**Office of the Secretary
of Transportation (OST)**

1200 New Jersey Ave., S.E.
Washington, DC 20590

OST FOIA Contact Information

FOIA Requester Service Center
202-366-4542; ost.foia@dot.gov

Michael Bell, FOIA Officer
202-366-5546; michael.bell1@dot.gov

Fern Kaufman, FOIA Public Liaison
202-366-8067; fern.kaufman@dot.gov

October 1, 2019

Austin Evers
American Oversight
FOIA@americanoversight.org

FOIA File: DOT/OST 2019-0030; American Oversight #- DOT 18-0673; *American Oversight v. U.S. Department of Transportation (19-1752)*

Dear Ms. Evers:

This is an interim response to your Freedom of Information Act (FOIA) request dated October 17, 2018. You requested the calendars of the following individuals:

- Secretary Elaine Chao (April 1, 2018, through the date of the search)
- Deputy Secretary Jeff Rosen (April 1, 2018, through the date of the search)
- Chief of Staff Geoff Burr (April 1, 2018, through the date of the search)
- Doug Simon
- Tamara Somerville
- Allison Moore

Enclosed are details calendars for Chief of Staff Burr for the time period of April 1, 2018, until the date of his departure in January 2019.

The enclosed calendars are in a “full details” format that includes the names of meeting invitees,¹ notes, and titles of any meeting attachments.

Please note that certain information has been withheld pursuant to FOIA Exemption 6. 5 U.S.C. § 552(b)(6) and 49 CFR. 7.23(c)(6). Examples of information withheld under Exemption 6 include staff leave and personal reminders, names of individuals being interviewed for jobs, certain telephone numbers, and other appointments of a purely personal nature.

¹ Please note that where calendar entries indicate that a person’s attendance is “required,” it does not necessarily mean that the person attended the meeting. In addition, calendar entries may not reflect possible last minute changes to meetings or schedules.

Additional redactions have been made pursuant to FOIA Exemption 5. 5 U.S.C. § 552(b)(5) and 49 CFR 7.23(c)(5). Information withheld under Exemption 5 includes titles or portions or titles of meetings where even release of the title of the meeting would harm the agency's deliberative process.

Sincerely,

Michael C. Bell
DOT/OST FOIA Officer

Enclosures

¹ Please note that where calendar entries indicate that a person's attendance is "required," it does not necessarily mean that the person attended the meeting. In addition, calendar entries may not reflect possible last minute changes to meetings or schedules.

Calendar Calendar

Sunday, April 1, 2018 – Monday, April 30, 2018

Time zone: (UTC-05:00) Eastern Time (US & Canada)

(Adjusted for Daylight Saving Time)

April 2018

Su Mo Tu We Th Fr Sa

1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

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- | | | | |
|---|---|------------|-------------------|
| ▲ | | Tue, Apr 3 | 4:30 PM – 5:00 PM |
| | POSTPONED: FOLLOW UP: NoFo for FRA State of Good Repair | | 4:45 PM – 5:15 PM |
| | S2 Conference Room | | |
| | Private Appointment | | 4:45 PM – 5:45 PM |
-
- | | | | |
|---|--|------------|---------------------|
| ▲ | Call with Francis Brooke | Wed, Apr 4 | 10:00 AM – 10:30 AM |
| | Meet with Paul Johnson | | 10:30 AM – 11:30 AM |
| | Geoff's Office | | |
| | Call w/Bailey Edwards | | 11:30 AM – 12:00 PM |
| | Call Geoffs - (b) (6) | | |
-
- | | | | |
|---|--|------------|---------------------|
| ▲ | Weekly (Non-Career) Staff Meeting | Thu, Apr 5 | 9:00 AM – 9:30 AM |
| | ConfRm-HQ-Lincoln Room (OST) | | |
| | Fwd: PC Meeting re EPA Standards for Imported Vehicles | | 9:00 AM – 10:00 AM |
| | White House Situation Room - JFK | | |
| | Pre-lunch strategy meeting | | 12:00 PM – 12:15 PM |
| | Secretary's Office | | |
| | Follow Up from Principals Meeting | | 2:15 PM – 2:30 PM |
| | S2 Conference Room | | |
-
- | | | | |
|---|--|-------------|-------------------|
| ▲ | Fwd: Meeting request for Elaine L. Chao: Fwd: CALL: Space Policy Directive 2 | Tue, Apr 10 | 9:00 AM – 9:30 AM |
| | Dial-in (b) (6) Code: (b) (6) | | |
| | Interns | | 5:30 PM – 6:00 PM |
| | Geoff's office | | |

▲	Hearing Prep Session: Senate THUD Secretary's Conference Room	Wed, Apr 11	12:00 PM – 12:30 PM
▲	Weekly (Non-Career) Staff Meeting ConfRm-HQ-Lincoln Room (OST)	Thu, Apr 12	9:00 AM – 9:30 AM
	Meeting with Burr, Rosen, Kan, Ray Secretary's Office		9:15 AM – 9:30 AM
	Interview w/Ariel Wolf (Senior Advisor for S2) S2's Office		10:45 AM – 11:15 AM
	Working Lunch: Hearing Prep House THUD Secretary's Conference Room		12:00 PM – 1:00 PM
	Wrap Up Secretary's Conference Room		6:00 PM – 6:30 PM
	Dinner: Gala For Missing and Exploited Children		7:00 PM – 9:00 PM
▲	Interview with (b) (6) for S1 Special Assistant Geoff's Office	Fri, Apr 13	10:00 AM – 10:30 AM
	Red Folders		10:30 AM – 11:30 AM
	Call with Brooke Kintz (Tesla) My office (b) (6)		11:00 AM – 11:30 AM
	Scheduling meeting/Elle Geoff's office		11:30 AM – 12:00 PM
▲	Call with Geoff Burr Secretary to call (b) (6)	Sat, Apr 14	8:40 AM – 9:20 AM
▲	Macron	Mon, Apr 16	9:00 AM – 9:30 AM
	Meeting with Auto Alliance S1 Conference Room - 1200 New Jersey Ave. SE, Washington, DC 20590		3:00 PM – 3:30 PM
	Axios Strategy Call Dial: (b) (6)		4:00 PM – 4:30 PM
	AVPG Meeting S2 Conference Room		5:30 PM – 6:00 PM
▲	Weekly Modal Administrator's Meeting Lincoln Conference Room	Tue, Apr 17	9:30 AM – 10:00 AM
	Scheduling Geoff's office		2:00 PM – 3:00 PM
	Interview w/Alan Hanson S2's Office		4:30 PM – 5:00 PM

[interns update](#) 5:30 PM – 6:00 PM
Geoff's office

▲ [Senior Staff Meeting](#) Wed, Apr 18 8:30 AM – 9:00 AM
Secretary's Conference Room

[Meeting with Dan Elwell and Sr. Staff](#) 10:00 AM – 10:30 AM
Secretary's Conference Room

[Personnel Meeting](#) 10:30 AM – 11:15 AM
Secretary's Conference Room

[Interview w/ \(b\) \(6\) \(AA for Airports\)](#) 2:15 PM – 2:45 PM
S2's Office

[Southwest incident update w/ AOA](#) 4:00 PM – 4:30 PM
AOA Conference Room / (b) (6)

[Red Folder Check w/S2 & Geoff](#) 5:00 PM – 6:00 PM
S2's Office

▲ [Weekly \(Non-Career\) Staff Meeting](#) Thu, Apr 19 9:00 AM – 9:30 AM
ConfRm-HQ-Lincoln Room (OST)

[Red Folder Check w/S2 & Geoff](#) 9:30 AM – 10:30 AM
S2's Office

[Meeting w/Robert Isom \(President of American Airlines\)](#) 2:30 PM – 3:00 PM
S2 Conference Room

[Meeting with \(b\) \(6\)](#) 3:30 PM – 4:00 PM
Geoff's Office

[Southwest 1380 update](#) 4:00 PM – 4:30 PM
AOA Conference Room / (b) (6)

[CAFE Discussion](#) 5:00 PM – 5:30 PM
S2 Conference Room

▲ [Senior Staff Meeting](#) Fri, Apr 20 8:30 AM – 9:00 AM
Secretary's Conference Room

[DOT/FAA](#) 9:30 AM – 10:30 AM

[AVS Weekly Meeting- ADA to lead](#) 10:00 AM – 10:45 AM
AOA Conference Room

[FAA/DOT](#) 11:00 AM – 12:00 PM

[Lunch - Rob Chamberlin](#) 12:15 PM – 1:15 PM
(b) (6)

[Southwest 1380 update](#) 4:00 PM – 4:30 PM
AOA Conference Room / (b) (6)

▲	FOIA Request 3	Mon, Apr 23	10:00 AM – 11:00 AM 6:30 PM – 7:00 PM
▲	Stephen Bradford Geoffs Office	Tue, Apr 24	2:00 PM – 2:30 PM
▲	(b) (6) (b) (6) Megan Geoff's office (b) (6)	Wed, Apr 25	10:00 AM – 11:00 AM 1:00 PM – 1:30 PM 3:00 PM – 4:00 PM 6:30 PM – 7:30 PM
▲	Weekly (Non-Career) Staff Meeting ConfRm-HQ-Lincoln Room (OST) Lunch with Molly (b) (6)	Thu, Apr 26	9:00 AM – 9:30 AM 12:00 PM – 1:00 PM
▲	FOIA Research Geoffs office DOT / (b) (6) Lunch with (b) (6) (JP Morgan Chase) TBD (b) (6) / DOT Meeting w/Cheryl Walker S2's Office Donna O'Berry Geoff's office FOIA Research Geoffs Office	Fri, Apr 27	10:00 AM – 11:00 AM 11:30 AM – 12:30 PM 12:00 PM – 1:00 PM 1:00 PM – 2:00 PM 2:15 PM – 2:45 PM 2:45 PM – 3:00 PM 3:00 PM – 3:30 PM
▲	Senior Staff Meeting Secretary's Conference Room Honeywell Meeting Request Lincoln Conference Room - 1200 New Jersey Ave SE, Washington, DC 20590 IoT/Smart City Forum Planning Call (b) (6), pass code (b) (6) Calendar Follow-up Geoff's office	Mon, Apr 30	8:30 AM – 9:00 AM 2:00 PM – 3:00 PM 2:00 PM – 3:00 PM 3:00 PM – 3:30 PM

Details

Tuesday, April 3, 2018

▲ **Time** 4:30 PM – 5:00 PM
Subject

▲ **Time** 4:45 PM – 5:15 PM
Subject POSTPONED: FOLLOW UP: NoFo for FRA State of Good Repair
Location S2 Conference Room
FRA: Be ready to present your proposal

Attendees	Name <E-mail>	Attendance
	Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	Kan, Derek (OST) <derek.kan@dot.gov>	Required
	Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
	Kramer, John (OST) <John.Kramer@dot.gov>	Required
	Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
	McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
	Kopko, Matthew (OST) <matthew.kopko@dot.gov>	Required
	Batory, Ronald (FRA) <ronald.batory@dot.gov>	Required
	Reyes, Juan D. III (FRA) <j.reyes@dot.gov>	Required
	Cipriano, Peter (FRA) <peter.cipriano@dot.gov>	Required
	Bradley, Perrin (FRA) <perrin.bradley@dot.gov>	Optional

▲ **Time** 4:45 PM – 5:45 PM
Subject Private Appointment

Wednesday, April 4, 2018

▲ **Time** 10:00 AM – 10:30 AM
Subject Call with Francis Brooke

▲ **Time** 10:30 AM – 11:30 AM
Subject Meet with Paul Johnson
Location Geoff's Office

▲ **Time** 11:30 AM – 12:00 PM
Subject Call w/Bailey Edwards
Location Call Geoffs - (b) (6)
Attendees

Name <E-mail>	Attendance
Burr, Geoff (OST) <geoff.burr@dot.gov>	Organizer
Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>	Required

Thursday, April 5, 2018

▲ **Time** 9:00 AM – 9:30 AM
Subject Weekly (Non-Career) Staff Meeting
Location ConfRm-HQ-Lincoln Room (OST)
Recurrence Occurs every Thursday effective 4/5/2018 until 4/26/2018 from 9:00 AM to 9:30 AM
Attendees

Name <E-mail>	Attendance
Burr, Geoff (OST) <geoff.burr@dot.gov>	Organizer
Martinez, Raymond P. (FMCSA) <Raymond.Martinez@dot.gov>	Required
Koehlke, Alex <Alex.Koehlke@dot.gov>	Required
Riccardo, George (OST) <george.riccardo@dot.gov>	Required
Smeda, Elisabeth <AWA> <elisabeth.smeda@faa.gov>	Required
Plans, Barry (OST) <barry.plans@dot.gov>	Required
Etchen, Alex (OST) <alex.etchen@dot.gov>	Required
Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>	Required
Post, Andy (OST) <Andy.Post@dot.gov>	Required
Dombrowski, Eileen (OST) <Eileen.Dombrowski@dot.gov>	Required
King, Heidi (NHTSA) <heidi.king@dot.gov>	Required
Graham, Douglas (OST) <douglas.graham@dot.gov>	Required
Kania, Adriana (OST) <adriana.kania@dot.gov>	Required
Curto, Michael (OST) <Michael.Curto@dot.gov>	Required

Elliott, Skip (PHMSA) <howard.elliott@dot.gov>	Required
Hess, Chris (FRA) <christopher.hess@dot.gov>	Required
Wilkinson, James (OST) <james.wilkinson@dot.gov>	Required
Owens, James (OST) <James.Owens@dot.gov>	Required
Kramer, John (OST) <John.Kramer@dot.gov>	Required
Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov>	Required
Bradford, Stephen (OST) <stephen.bradford@dot.gov>	Required
Reynard, Mike (FHWA) <mike.reynard@dot.gov>	Required
Smith, Loren (OST) <Loren.Smith@dot.gov>	Required
Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>	Required
Parker, Mala (FHWA) <mala.parker@dot.gov>	Required
Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
Kuo, Monica (OST) <monica.kuo@dot.gov>	Required
Worthy, Sharon (OST) <sharon.worthy@dot.gov>	Required
Cipriano, Peter (FRA) <peter.cipriano@dot.gov>	Required
Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>	Required
Furman, Jon (OST) <jon.furman@dot.gov>	Required
Poole, Sean (FMCSA) <sean.poole@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required
Ray, James (OST) <Jim.Ray@dot.gov>	Required
Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>	Required
Henry, Tina (OST) <tina.henry@dot.gov>	Required
Sylvester, Marco (OST) <marco.sylvester@dot.gov>	Required

Smith, Geoff (OST) <geoff.smith@dot.gov>	Required
Hendrickson, Brandye (FHWA) <Brandye.Hendrickson@dot.gov>	Required
Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>	Required
Wolf, Ariel (OST) <ariel.wolf@dot.gov>	Required
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
Barnard, Brian (NHTSA) <brian.barnard@dot.gov>	Required
Kloster, Andrew (OST) <andrew.kloster@dot.gov>	Required
Bedell, Anthony (OST) <anthony.bedell@dot.gov>	Required
Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>	Required
Kochman, Benjamin (OST) <benjamin.kochman@dot.gov>	Required
Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
Fraser, Bobby (PHMSA) <bobby.fraser@dot.gov>	Required
Deck, Wiley (FMCSA) <wiley.deck@dot.gov>	Required
Newman, Philip (FTA) <philip.newman@dot.gov>	Required
Edwards, Sara (OST) <sara.edwards@dot.gov>	Required
Cote, Gregory (OST) <gregory.cote@dot.gov>	Required
Mullen, Jim (FMCSA) <jim.mullen@dot.gov>	Required
Tucker, Deva (OST) <Deva.Tucker@dot.gov>	Required
Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>	Required
Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>	Required
Williams, Jane (FTA) <k.jane.williams@dot.gov>	Required

Morgan, Owen (OST) <owen.morgan@dot.gov>	Required
James, Charles (OST) <charles.james@dot.gov>	Required
Martin, Gregory (OST) <gregory.martin@dot.gov>	Required
Simon, Doug (OST) <doug.simon@dot.gov>	Required
Minock, Nick (OST) <nickolaus.minock@dot.gov>	Required
Cheap, Casey (OST) <casey.cheap@dot.gov>	Required
Roberti, Paul (PHMSA) <paul.roberti@dot.gov>	Required
Batory, Ronald (FRA) <ronald.batory@dot.gov>	Required
Deputy Scheduler <DeputyScheduler@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required
McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
Hanson, Alan (OST) <Alan.Hanson@dot.gov>	Required
ConfRm-HQ-Lincoln Room (OST) <Lincoln.Room@dot.gov>	Resource
Flowers, Darien <Darien.Flowers@dot.gov>	Required
Sturges, Matt (FRA) <Matt.Sturges@dot.gov>	Required
Fulton, Finch (OST) <Finch.Fulton@dot.gov>	Required
Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>	Required
Garg, Arjun (FTA) <arjun.garg@dot.gov>	Required
Mitton, Chris (OST) <chris.mitton@dot.gov>	Required
Morrison, Jonathan (NHTSA) <Jonathan.Morrison@dot.gov>	Required
Morris, Willis (OST) <willis.morris@dot.gov>	Required
Trippe, Charles <AWA> <charles.trippe@faa.gov>	Required

Amereihn, Tina <AWA> <tina.amereihn@faa.gov> Required
Wang, Tim (OST) <tim.wang@dot.gov> Required
Gautreaux, Cathy F. (FMCSA) <cathy.gautreaux@dot.gov> Required
Chinn, Monica (OST) <monica.chinn@dot.gov> Required
Baker, Shana (FHWA) <Shana.Baker@dot.gov> Required
Morabito, Cameron (OST) <cameron.morabito@dot.gov> Required
Short, David (OST) <david.short@dot.gov> Required
Buzby, Mark (MARAD) <mark.buzby@dot.gov> Required
McMaster, Sean (OST) <sean.mcmaster@dot.gov> Required
Pearce, Drue (PHMSA) <drue.pearce@dot.gov> Required
Bonini, Kyle (FMCSA) <kyle.bonini@dot.gov> Required
Barbknecht, McKenzie (OST) <mckenzie.barbknecht@dot.gov> Required
Shaffer, Kirk <kirk.shaffer@faa.gov> Required

▲ **Time** 9:00 AM – 10:00 AM
Subject Fwd: PC Meeting re EPA Standards for Imported Vehicles
Location White House Situation Room - JFK

(b) (5)

Sent from my iPhone

Begin forwarded message:

From: "Moorhead, Quellie U. EOP/WHO"

(b) (6)

<(b) (6)>

To: "Liddell, Christopher P. EOP/WHO"

(b) (6)

<mailto:(b) (6)>, "Davis, May M.

EOP/WHO" (b) (6) Knight, Shahira E. EOP/WHO"
(b) (6) > >, "ford.hayley@epa.gov
<mailto:ford.hayley@epa.gov> "" <ford.hayley@epa.gov
<mailto:ford.hayley@epa.gov> >, "Wehrum.Bill@epa.gov
<mailto:Wehrum.Bill@epa.gov> "" <Wehrum.Bill@epa.gov
<mailto:Wehrum.Bill@epa.gov> >, "Rosen, Jeff (OST)"
<jeff.rosen@dot.gov <mailto:jeff.rosen@dot.gov> >,
"Mollie.Timmons@usdoj.gov <mailto:Mollie.Timmons@usdoj.gov> ""
<Mollie.Timmons@usdoj.gov <mailto:Mollie.Timmons@usdoj.gov> >,
"Elinor_renner@ios.doi.gov <mailto:Elinor_renner@ios.doi.gov> ""
<Elinor_renner@ios.doi.gov <mailto:Elinor_renner@ios.doi.gov> >,
"mark.menezes@hq.doe.gov <mailto:mark.menezes@hq.doe.gov> ""
<mark.menezes@hq.doe.gov <mailto:mark.menezes@hq.doe.gov> >,
"Bremberg, Andrew P. EOP/WHO"
(b) (6) "Lighthizer, Robert E.
EOP/USTR" (b) (6) >, "SLeach@doc.gov
<mailto:SLeach@doc.gov> "" <SLeach@doc.gov
<mailto:SLeach@doc.gov> >, "Eissenstat, Everett H. EOP/WHO"
(b) (6) ""HookBH@state.gov
<mailto:HookBH@state.gov> "" <HookBH@state.gov
<mailto:HookBH@state.gov> >, "Zachary.McEntee@treasury.gov
<mailto:Zachary.McEntee@treasury.gov> ""
<Zachary.McEntee@treasury.gov
<mailto:Zachary.McEntee@treasury.gov> >, "Rao, Neomi J.
EOP/OMB" (b) (6) >, "Lyons, Derek S. EOP/WHO"
(b) (6)
>
Subject: (b) (5)

(b) (5)

Here is a WAVEs link for those who need it:

(b) (5)

Please let me know if you have any questions!

Thank you,
Quellie

Attendees Name <E-mail>

Attendance

Moorhead, Quellie U. EOP/WHO (b) (6)	Organizer
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
Liddell, Christopher P. EOP/WHO (b) (6)	Required
Davis, May M. EOP/WHO (b) (6)	Required
Knight, Shahira E. EOP/WHO (b) (6)	Required
'ford.hayley@epa.gov' <ford.hayley@epa.gov>	Required
'Wehrum.Bill@epa.gov' <Wehrum.Bill@epa.gov>	Required
Rosen, Jeff (OST) <jeff.rosen@dot.gov>	Required
'Mollie.Timmons@usdoj.gov' <Mollie.Timmons@usdoj.gov>	Required
'Elinor_renner@ios.doi.gov' <Elinor_renner@ios.doi.gov>	Required
'mark.menezes@hq.doe.gov' <mark.menezes@hq.doe.gov>	Required
Bremberg, Andrew P. EOP/WHO (b) (6)	Required
Lighthizer, Robert E. EOP/USTR (b) (6)	Required
'SLeach@doc.gov' <SLeach@doc.gov>	Required
Eissenstat, Everett H. EOP/WHO (b) (6)	Required
'HookBH@state.gov' <HookBH@state.gov>	Required
'Zachary.McEntee@treasury.gov' <Zachary.McEntee@treasury.gov>	Required
Rao, Neomi J. EOP/OMB (b) (6)	Required

Lyons, Derek S. EOP/WHO
(b) (6)

Required

▲ **Time** 12:00 PM – 12:15 PM
Subject Pre-lunch strategy meeting
Location Secretary's Office

Attendees

Name <E-mail>	Attendance
SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
Deputy Scheduler <DeputyScheduler@dot.gov>	Required
Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required
McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
Smith, Loren (OST) <Loren.Smith@dot.gov>	Required

▲ **Time** 2:15 PM – 2:30 PM
Subject Follow Up from Principals Meeting
Location S2 Conference Room

Attendees

Name <E-mail>	Attendance
Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
Owens, James (OST) <James.Owens@dot.gov>	Required
Kopko, Matthew (OST) <matthew.kopko@dot.gov>	Required
King, Heidi (NHTSA) <heidi.king@dot.gov>	Required
Morrison, Jonathan (NHTSA) <Jonathan.Morrison@dot.gov>	Required

Tuesday, April 10, 2018



Time 9:00 AM – 9:30 AM

Subject Fwd: Meeting request for Elaine L. Chao: Fwd: CALL: Space Policy Directive 2

Location Dial-in (b) (6) Code: (b) (6)
??

Sent from my iPhone

Begin forwarded message:

From: "Davis, May M. EOP/WHO" (b) (6) >
Date: April 8, 2018 at 4:58:26 PM EDT
To: "Gehring, Wendy (OST)" <wendy.gehring@dot.gov>
<mailto:wendy.gehring@dot.gov> >
Subject: Fwd: CALL: Space Policy Directive 2

When: Tuesday, April 10, 2018 9:00 AM-9:30 AM. (UTC-05:00) Eastern Time (US & Canada)

Where: Dial-in (b) (6) Code: (b) (6)

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Attendees	Name <E-mail>	Attendance
	Davis, May M. EOP/WHO (b) (6)	Organizer
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	Gehring, Wendy (OST) <wendy.gehring@dot.gov>	Required
	Ferrer Piran Basualdo, Austin G. EOP/WHO (b) (6)	Required
	Pinkos, Stephen M. EOP/OVP (b) (6)	Required
	Morgan, Matthew E. EOP/OVP (b) (6)	Required
	Ellis, Michael J. EOP/WHO (b) (6)	Required
	Campau, Anthony P. EOP/OMB (b) (6)	Required

Pace, Scott N. EOP/WHO (b) (6)	Required
White, Peter J. EOP/WHO (b) (6)	Required
Chalkey, Richard J. EOP/WHO (b) (6)	Required
Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
Moore, Caroline E. EOP/OMB (b) (6)	Required
Lyons, Derek S. EOP/WHO (b) (6)	Required
Rao, Neomi J. EOP/OMB (b) (6)	Required
Bremberg, Andrew P. EOP/WHO (b) (6)	Required
Salvi, Mary E. EOP/WHO (b) (6)	Required

▲ **Time** 5:30 PM – 6:00 PM
Subject Interns
Location Geoff's office
Attendees

Name <E-mail>	Attendance
Burr, Geoff (OST) <geoff.burr@dot.gov>	Organizer
Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required

Wednesday, April 11, 2018

▲ **Time** 12:00 PM – 12:30 PM
Subject Hearing Prep Session: Senate THUD
Location Secretary's Conference Room
Attendees

Name <E-mail>	Attendance
SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
Deputy Scheduler <DeputyScheduler@dot.gov>	Required

McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
Hurdle, Lana (OST) <Lana.Hurdle@dot.gov>	Required

Thursday, April 12, 2018

▲ **Time** 9:00 AM – 9:30 AM

Subject Weekly (Non-Career) Staff Meeting

Location ConfRm-HQ-Lincoln Room (OST)

Recurrence Occurs every Thursday effective 4/5/2018 until 4/26/2018 from 9:00 AM to 9:30 AM

Attendees

Name <E-mail>	Attendance
Burr, Geoff (OST) <geoff.burr@dot.gov>	Organizer
Martinez, Raymond P. (FMCSA) <Raymond.Martinez@dot.gov>	Required
Koehlke, Alex <Alex.Koehlke@dot.gov>	Required
Riccardo, George (OST) <george.riccardo@dot.gov>	Required
Smeda, Elisabeth <AWA> <elisabeth.smeda@faa.gov>	Required
Plans, Barry (OST) <barry.plans@dot.gov>	Required
Etchen, Alex (OST) <alex.etchen@dot.gov>	Required
Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>	Required
Post, Andy (OST) <Andy.Post@dot.gov>	Required
Dombrowski, Eileen (OST) <Eileen.Dombrowski@dot.gov>	Required
King, Heidi (NHTSA) <heidi.king@dot.gov>	Required
Graham, Douglas (OST) <douglas.graham@dot.gov>	Required
Kania, Adriana (OST) <adriana.kania@dot.gov>	Required
Curto, Michael (OST) <Michael.Curto@dot.gov>	Required

Elliott, Skip (PHMSA) <howard.elliott@dot.gov>	Required
Hess, Chris (FRA) <christopher.hess@dot.gov>	Required
Wilkinson, James (OST) <james.wilkinson@dot.gov>	Required
Owens, James (OST) <James.Owens@dot.gov>	Required
Kramer, John (OST) <John.Kramer@dot.gov>	Required
Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov>	Required
Bradford, Stephen (OST) <stephen.bradford@dot.gov>	Required
Reynard, Mike (FHWA) <mike.reynard@dot.gov>	Required
Smith, Loren (OST) <Loren.Smith@dot.gov>	Required
Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>	Required
Parker, Mala (FHWA) <mala.parker@dot.gov>	Required
Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
Kuo, Monica (OST) <monica.kuo@dot.gov>	Required
Worthy, Sharon (OST) <sharon.worthy@dot.gov>	Required
Cipriano, Peter (FRA) <peter.cipriano@dot.gov>	Required
Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>	Required
Furman, Jon (OST) <jon.furman@dot.gov>	Required
Poole, Sean (FMCSA) <sean.poole@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required
Ray, James (OST) <Jim.Ray@dot.gov>	Required
Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>	Required
Henry, Tina (OST) <tina.henry@dot.gov>	Required
Sylvester, Marco (OST) <marco.sylvester@dot.gov>	Required

Smith, Geoff (OST) <geoff.smith@dot.gov>	Required
Hendrickson, Brandye (FHWA) <Brandye.Hendrickson@dot.gov>	Required
Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>	Required
Wolf, Ariel (OST) <ariel.wolf@dot.gov>	Required
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
Barnard, Brian (NHTSA) <brian.barnard@dot.gov>	Required
Kloster, Andrew (OST) <andrew.kloster@dot.gov>	Required
Bedell, Anthony (OST) <anthony.bedell@dot.gov>	Required
Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>	Required
Kochman, Benjamin (OST) <benjamin.kochman@dot.gov>	Required
Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
Fraser, Bobby (PHMSA) <bobby.fraser@dot.gov>	Required
Deck, Wiley (FMCSA) <wiley.deck@dot.gov>	Required
Newman, Philip (FTA) <philip.newman@dot.gov>	Required
Edwards, Sara (OST) <sara.edwards@dot.gov>	Required
Cote, Gregory (OST) <gregory.cote@dot.gov>	Required
Mullen, Jim (FMCSA) <jim.mullen@dot.gov>	Required
Tucker, Deva (OST) <Deva.Tucker@dot.gov>	Required
Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>	Required
Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>	Required
Williams, Jane (FTA) <k.jane.williams@dot.gov>	Required

Morgan, Owen (OST) <owen.morgan@dot.gov>	Required
James, Charles (OST) <charles.james@dot.gov>	Required
Martin, Gregory (OST) <gregory.martin@dot.gov>	Required
Simon, Doug (OST) <doug.simon@dot.gov>	Required
Minock, Nick (OST) <nickolaus.minock@dot.gov>	Required
Cheap, Casey (OST) <casey.cheap@dot.gov>	Required
Roberti, Paul (PHMSA) <paul.roberti@dot.gov>	Required
Batory, Ronald (FRA) <ronald.batory@dot.gov>	Required
Deputy Scheduler <DeputyScheduler@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required
McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
Hanson, Alan (OST) <Alan.Hanson@dot.gov>	Required
ConfRm-HQ-Lincoln Room (OST) <Lincoln.Room@dot.gov>	Resource
Flowers, Darien <Darien.Flowers@dot.gov>	Required
Sturges, Matt (FRA) <Matt.Sturges@dot.gov>	Required
Fulton, Finch (OST) <Finch.Fulton@dot.gov>	Required
Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>	Required
Garg, Arjun (FTA) <arjun.garg@dot.gov>	Required
Mitton, Chris (OST) <chris.mitton@dot.gov>	Required
Morrison, Jonathan (NHTSA) <Jonathan.Morrison@dot.gov>	Required
Morris, Willis (OST) <willis.morris@dot.gov>	Required
Trippe, Charles <AWA> <charles.trippe@faa.gov>	Required

Amereihn, Tina <AWA> <tina.amereihn@faa.gov>	Required
Wang, Tim (OST) <tim.wang@dot.gov>	Required
Gautreaux, Cathy F. (FMCSA) <cathy.gautreaux@dot.gov>	Required
Chinn, Monica (OST) <monica.chinn@dot.gov>	Required
Baker, Shana (FHWA) <Shana.Baker@dot.gov>	Required
Morabito, Cameron (OST) <cameron.morabito@dot.gov>	Required
Short, David (OST) <david.short@dot.gov>	Required
Buzby, Mark (MARAD) <mark.buzby@dot.gov>	Required
McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
Pearce, Drue (PHMSA) <drue.pearce@dot.gov>	Required
Bonini, Kyle (FMCSA) <kyle.bonini@dot.gov>	Required
Barbknecht, McKenzie (OST) <mckenzie.barbknecht@dot.gov>	Required
Shaffer, Kirk <kirk.shaffer@faa.gov>	Required

▲ **Time** 9:15 AM – 9:30 AM

Subject Meeting with Burr, Rosen, Kan, Ray

Location Secretary's Office

Attendees

Name <E-mail>	Attendance
SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
Deputy Scheduler <DeputyScheduler@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required
Ray, James (OST) <Jim.Ray@dot.gov>	Required

▲ **Time** 10:45 AM – 11:15 AM

Subject Interview w/Ariel Wolf (Senior Advisor for S2)
Location S2's Office

Attendees	Name <E-mail>	Attendance
	Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	Kopko, Matthew (OST) <matthew.kopko@dot.gov>	Required
	Simon, Doug (OST) <doug.simon@dot.gov>	Required

▲ **Time** 12:00 PM – 1:00 PM
Subject Working Lunch: Hearing Prep House THUD
Location Secretary's Conference Room
 **Please bring your own lunch to this prep session

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
	Hurdle, Lana (OST) <Lana.Hurdle@dot.gov>	Required
	Kramer, John (OST) <John.Kramer@dot.gov>	Required
	McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
	McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
	Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
	Ziff, Laura (OST) <Laura.Ziff@dot.gov>	Required

▲ **Time** 6:00 PM – 6:30 PM
Subject Wrap Up
Location Secretary's Conference Room

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Nelson, Keith (OST) <keith.nelson@dot.gov>	Required

Deputy Scheduler <DeputyScheduler@dot.gov> Required

Burr, Geoff (OST) <geoff.burr@dot.gov> Required

McInerney, Marianne (OST) <marianne.mcinerney@dot.gov> Required

Furman, Jon (OST) <jon.furman@dot.gov> Required

Inman, Todd (OST) <todd.inman@dot.gov> Required

Kan, Derek (OST) <derek.kan@dot.gov> Required

Genero, Laura (OST) <Laura.Genero@dot.gov> Required

Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> Required

Sullivan, Adam (OST) <adam.sullivan@dot.gov> Required

▲ **Time** 7:00 PM – 9:00 PM
Subject Dinner: Gala For Missing and Exploited Children

Friday, April 13, 2018

▲ **Time** 10:00 AM – 10:30 AM
Subject Interview with (b) (6) for S1 Special Assistant
Location Geoff's Office
 (b) (5)

Doug

Attendees	Name <E-mail>	Attendance
	Simon, Doug (OST) <doug.simon@dot.gov>	Organizer
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	Bibbs-Daniels, Rita (OST) <Rita.Bibbs-Daniels@dot.gov>	Required

▲ **Time** 10:30 AM – 11:30 AM
Subject Red Folders

▲ **Time** 11:00 AM – 11:30 AM
Subject Call with Brooke Kintz (Tesla)
Location My office (b) (6)

▲ **Time** 11:30 AM – 12:00 PM

Subject Scheduling meeting/Elle
Location Geoff's office

Attendees	Name <E-mail>	Attendance
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Organizer
	Basile, Gabrielle (OST) <gabrielle.basile@dot.gov>	Required

Saturday, April 14, 2018

▲ **Time** 8:40 AM – 9:20 AM
Subject Call with Geoff Burr
Location Secretary to call (b) (6)

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required

Monday, April 16, 2018

▲ **Time** 9:00 AM – 9:30 AM
Subject Macron

▲ **Time** 3:00 PM – 3:30 PM
Subject Meeting with Auto Alliance
Location S1 Conference Room - 1200 New Jersey Ave. SE, Washington, DC 20590

Attendees	Name <E-mail>	Attendance
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Organizer
	DSchwietert(b) (6) (b) (6)	Required
	Owens, James (OST) <James.Owens@dot.gov>	Required

▲ **Time** 4:00 PM – 4:30 PM
Subject Axios Strategy Call
Location Dial: (b) (6)

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	Deputy Scheduler <DeputyScheduler@dot.gov>	Required

Kan, Derek (OST) <derek.kan@dot.gov> Required
McInerney, Marianne (OST) Required
<marianne.mcinerney@dot.gov>

▲ **Time** 5:30 PM – 6:00 PM
Subject AVPG Meeting
Location S2 Conference Room

Attendees

Name <E-mail>	Attendance
Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
Kopko, Matthew (OST) <matthew.kopko@dot.gov>	Required
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required
Fulton, Finch (OST) <Finch.Fulton@dot.gov>	Required
McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required

Tuesday, April 17, 2018

▲ **Time** 9:30 AM – 10:00 AM
Subject Weekly Modal Administrator's Meeting
Location Lincoln Conference Room

Attendees

Name <E-mail>	Attendance
Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
Buzby, Mark (MARAD) <mark.buzby@dot.gov>	Required
Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
Hendrickson, Brandye (FHWA) <Brandye.Hendrickson@dot.gov>	Required
Hildebrand, Vicki (OST) <victoria.hildebrand@dot.gov>	Required

Inman, Todd (OST) <todd.inman@dot.gov>	Required
James, Charles (OST) <charles.james@dot.gov>	Required
King, Heidi (NHTSA) <heidi.king@dot.gov>	Required
Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
Morgan, Owen (OST) <owen.morgan@dot.gov>	Required
Morris, Willis (OST) <willis.morris@dot.gov>	Required
Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
Owens, James (OST) <James.Owens@dot.gov>	Required
Pearce, Drue (PHMSA) <drue.pearce@dot.gov>	Required
Ray, James (OST) <Jim.Ray@dot.gov>	Required
Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>	Required
Williams, Jane (FTA) <k.jane.williams@dot.gov>	Required
Baldwin, Kristen (OST) <kristen.baldwin@dot.gov>	Required
Callender, Duane (FHWA) <Duane.Callender@dot.gov>	Required
Danielson, Jack (NHTSA) <jack.danielson@dot.gov>	Required
Farley, Audrey (OST) <Audrey.Farley@dot.gov>	Required
Hurdle, Lana (OST) <Lana.Hurdle@dot.gov>	Required
Jefferson, Daphne (OST) <daphne.jefferson@dot.gov>	Required
Kaleta, Judy (OST) <Judy.Kaleta@dot.gov>	Required
Lefevre, Maria (OST) <maria.lefevre@dot.gov>	Required
Lowder, Michael (OST) <Michael.Lowder@dot.gov>	Required

McMillan, Howard (PHMSA) <howard.mcmillan@dot.gov>	Required
Middlebrook, Craig (SLS) <Craig.Middlebrook@dot.gov>	Required
Nissenbaum, Paul (FRA) <paul.nissenbaum@dot.gov>	Required
Scovel, Calvin L <OIG> <calvin.scovel@oig.dot.gov>	Required
Szabat, Joel (OST) <Joel.Szabat@dot.gov>	Required
Waidelich, Walter (FHWA) <Walter.Waidelich@dot.gov>	Required
Washington, Keith (OST) <Keith.Washington@dot.gov>	Required
Welbes, Matt (FTA) <Matt.Welbes@dot.gov>	Required
Elliott, Skip (PHMSA) <howard.elliott@dot.gov>	Required
Behm, Mitchell <OIG> <mitchell.behm@oig.dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
Batory, Ronald (FRA) <ronald.batory@dot.gov>	Required
Kramer, John (OST) <John.Kramer@dot.gov>	Required
Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>	Required
Basile, Gabrielle (OST) <gabrielle.basile@dot.gov>	Required
Martinez, Raymond P. (FMCSA) <Raymond.Martinez@dot.gov>	Required
Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
Edwards, Sara (OST) <sara.edwards@dot.gov>	Required
Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>	Required

▲ **Time** 2:00 PM – 3:00 PM
Subject Scheduling
Location Geoff's office
Attendees **Name <E-mail>** **Attendance**

Burr, Geoff (OST) <geoff.burr@dot.gov> Organizer
Basile, Gabrielle (OST) <gabrielle.basile@dot.gov> Required

▲ **Time** 4:30 PM – 5:00 PM
Subject Interview w/Alan Hanson
Location S2's Office
Attendees

Name <E-mail>	Attendance
Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
Kopko, Matthew (OST) <matthew.kopko@dot.gov>	Required
Simon, Doug (OST) <doug.simon@dot.gov>	Required

▲ **Time** 5:30 PM – 6:00 PM
Subject interns update
Location Geoff's office
Attendees

Name <E-mail>	Attendance
Nelson, Keith (OST) <keith.nelson@dot.gov>	Organizer
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required

Wednesday, April 18, 2018

▲ **Time** 8:30 AM – 9:00 AM
Subject Senior Staff Meeting
Location Secretary's Conference Room
Attendees

Name <E-mail>	Attendance
Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
Furman, Jon (OST) <jon.furman@dot.gov>	Required

Inman, Todd (OST) <todd.inman@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required
Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
Ray, James (OST) <Jim.Ray@dot.gov>	Required

▲ **Time** 10:00 AM – 10:30 AM
Subject Meeting with Dan Elwell and Sr. Staff
Location Secretary's Conference Room

Attendees

Name <E-mail>	Attendance
SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
Bahrami, Ali <AVS> <ali.bahrami@faa.gov>	Required
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
Deputy Scheduler <DeputyScheduler@dot.gov>	Required
Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required
McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required

▲ **Time** 10:30 AM – 11:15 AM
Subject Personnel Meeting
Location Secretary's Conference Room

Attendees

Name <E-mail>	Attendance
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SecretaryScheduler (OST) <SecretaryScheduler@dot.gov> Organizer

Burr, Geoff (OST) <geoff.burr@dot.gov> Required

Deputy Scheduler <DeputyScheduler@dot.gov> Required

Kan, Derek (OST) <derek.kan@dot.gov> Required

Simon, Doug (OST) <doug.simon@dot.gov> Required

▲ **Time** 2:15 PM – 2:45 PM

Subject Interview w/(b) (6) (AA for Airports)

Location S2's Office

Attendees

Name <E-mail>	Attendance
Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
Simon, Doug (OST) <doug.simon@dot.gov>	Required
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
Kopko, Matthew (OST) <matthew.kopko@dot.gov>	Required

▲ **Time** 4:00 PM – 4:30 PM

Subject Southwest incident update w/ AOA

Location AOA Conference Room / (b) (6)
Dial-in for all that can't attend in person

Attendees

Name <E-mail>	Attendance
Elwell, Daniel <AWA> <daniel.elwell@faa.gov>	Organizer
Bahrami, Ali <AVS> <ali.bahrami@faa.gov>	Required
Trippe, Charles <AWA> <charles.trippe@faa.gov>	Required
Martin, Gregory <AWA> <gregory.martin@faa.gov>	Required
Carty, Robert <AFS> <robert.carty@faa.gov>	Required
Baker, Dorenda D <AIR> <dorenda.baker@faa.gov>	Required
Duncan, John S <AFS> <john.s.duncan@faa.gov>	Required
McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required

Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
Willis, Kevin <AWA> <kevin.willis@faa.gov>	Optional
Randolph, Warren <AAI> <warren.randolph@faa.gov>	Optional

▲ **Time** 5:00 PM – 6:00 PM
Subject Red Folder Check w/S2 & Geoff
Location S2's Office

Attendees	Name <E-mail>	Attendance
	Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	Kopko, Matthew (OST) <matthew.kopko@dot.gov>	Required

Thursday, April 19, 2018

▲ **Time** 9:00 AM – 9:30 AM
Subject Weekly (Non-Career) Staff Meeting
Location ConfRm-HQ-Lincoln Room (OST)
Recurrence Occurs every Thursday effective 4/5/2018 until 4/26/2018 from 9:00 AM to 9:30 AM

Attendees	Name <E-mail>	Attendance
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Organizer
	Martinez, Raymond P. (FMCSA) <Raymond.Martinez@dot.gov>	Required
	Koehlke, Alex <Alex.Koehlke@dot.gov>	Required
	Riccardo, George (OST) <george.riccardo@dot.gov>	Required
	Smeda, Elisabeth <AWA> <elisabeth.smeda@faa.gov>	Required
	Plans, Barry (OST) <barry.plans@dot.gov>	Required
	Etchen, Alex (OST) <alex.etchen@dot.gov>	Required
	Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>	Required
	Post, Andy (OST) <Andy.Post@dot.gov>	Required
	Dombrowski, Eileen (OST) <Eileen.Dombrowski@dot.gov>	Required

King, Heidi (NHTSA) <heidi.king@dot.gov>	Required
Graham, Douglas (OST) <douglas.graham@dot.gov>	Required
Kania, Adriana (OST) <adriana.kania@dot.gov>	Required
Curto, Michael (OST) <Michael.Curto@dot.gov>	Required
Elliott, Skip (PHMSA) <howard.elliott@dot.gov>	Required
Hess, Chris (FRA) <christopher.hess@dot.gov>	Required
Wilkinson, James (OST) <james.wilkinson@dot.gov>	Required
Owens, James (OST) <James.Owens@dot.gov>	Required
Kramer, John (OST) <John.Kramer@dot.gov>	Required
Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov>	Required
Bradford, Stephen (OST) <stephen.bradford@dot.gov>	Required
Reynard, Mike (FHWA) <mike.reynard@dot.gov>	Required
Smith, Loren (OST) <Loren.Smith@dot.gov>	Required
Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>	Required
Parker, Mala (FHWA) <mala.parker@dot.gov>	Required
Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
Kuo, Monica (OST) <monica.kuo@dot.gov>	Required
Worthy, Sharon (OST) <sharon.worthy@dot.gov>	Required
Cipriano, Peter (FRA) <peter.cipriano@dot.gov>	Required
Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>	Required
Furman, Jon (OST) <jon.furman@dot.gov>	Required
Poole, Sean (FMCSA) <sean.poole@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required

Ray, James (OST) <Jim.Ray@dot.gov>	Required
Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>	Required
Henry, Tina (OST) <tina.henry@dot.gov>	Required
Sylvester, Marco (OST) <marco.sylvester@dot.gov>	Required
Smith, Geoff (OST) <geoff.smith@dot.gov>	Required
Hendrickson, Brandye (FHWA) <Brandye.Hendrickson@dot.gov>	Required
Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>	Required
Wolf, Ariel (OST) <ariel.wolf@dot.gov>	Required
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
Barnard, Brian (NHTSA) <brian.barnard@dot.gov>	Required
Kloster, Andrew (OST) <andrew.kloster@dot.gov>	Required
Bedell, Anthony (OST) <anthony.bedell@dot.gov>	Required
Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>	Required
Kochman, Benjamin (OST) <benjamin.kochman@dot.gov>	Required
Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
Fraser, Bobby (PHMSA) <bobby.fraser@dot.gov>	Required
Deck, Wiley (FMCSA) <wiley.deck@dot.gov>	Required
Newman, Philip (FTA) <philip.newman@dot.gov>	Required
Edwards, Sara (OST) <sara.edwards@dot.gov>	Required
Cote, Gregory (OST) <gregory.cote@dot.gov>	Required
Mullen, Jim (FMCSA) <jim.mullen@dot.gov>	Required

Tucker, Deva (OST) <Deva.Tucker@dot.gov>	Required
Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>	Required
Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>	Required
Williams, Jane (FTA) <k.jane.williams@dot.gov>	Required
Morgan, Owen (OST) <owen.morgan@dot.gov>	Required
James, Charles (OST) <charles.james@dot.gov>	Required
Martin, Gregory (OST) <gregory.martin@dot.gov>	Required
Simon, Doug (OST) <doug.simon@dot.gov>	Required
Minock, Nick (OST) <nickolaus.minock@dot.gov>	Required
Cheap, Casey (OST) <casey.cheap@dot.gov>	Required
Roberti, Paul (PHMSA) <paul.roberti@dot.gov>	Required
Batory, Ronald (FRA) <ronald.batory@dot.gov>	Required
Deputy Scheduler <DeputyScheduler@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required
McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
Hanson, Alan (OST) <Alan.Hanson@dot.gov>	Required
ConfRm-HQ-Lincoln Room (OST) <Lincoln.Room@dot.gov>	Resource
Flowers, Darien <Darien.Flowers@dot.gov>	Required
Sturges, Matt (FRA) <Matt.Sturges@dot.gov>	Required
Fulton, Finch (OST) <Finch.Fulton@dot.gov>	Required
Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>	Required
Garg, Arjun (FTA) <arjun.garg@dot.gov>	Required

Mitton, Chris (OST) <chris.mitton@dot.gov>	Required
Morrison, Jonathan (NHTSA) <Jonathan.Morrison@dot.gov>	Required
Morris, Willis (OST) <willis.morris@dot.gov>	Required
Trippe, Charles <AWA> <charles.trippe@faa.gov>	Required
Amereihn, Tina <AWA> <tina.amereihn@faa.gov>	Required
Wang, Tim (OST) <tim.wang@dot.gov>	Required
Gautreaux, Cathy F. (FMCSA) <cathy.gautreaux@dot.gov>	Required
Chinn, Monica (OST) <monica.chinn@dot.gov>	Required
Baker, Shana (FHWA) <Shana.Baker@dot.gov>	Required
Morabito, Cameron (OST) <cameron.morabito@dot.gov>	Required
Short, David (OST) <david.short@dot.gov>	Required
Buzby, Mark (MARAD) <mark.buzby@dot.gov>	Required
McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
Pearce, Drue (PHMSA) <drue.pearce@dot.gov>	Required
Bonini, Kyle (FMCSA) <kyle.bonini@dot.gov>	Required
Barbknecht, McKenzie (OST) <mckenzie.barbknecht@dot.gov>	Required
Shaffer, Kirk <kirk.shaffer@faa.gov>	Required

▲ **Time** 9:30 AM – 10:30 AM
Subject Red Folder Check w/S2 & Geoff
Location S2's Office

Attendees	Name <E-mail>	Attendance
	Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
	Kopko, Matthew (OST) <matthew.kopko@dot.gov>	Required

Burr, Geoff (OST) <geoff.burr@dot.gov> Required

▲ **Time** 2:30 PM – 3:00 PM
Subject Meeting w/Robert Isom (President of American Airlines)
Location S2 Conference Room
Dan/Carl – Only one of you needs to attend.

Attendees	Name <E-mail>	Attendance
	Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
	Kopko, Matthew (OST) <matthew.kopko@dot.gov>	Required
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>	Required
	Burleson, Carl <AWA> <carl.burleson@faa.gov>	Required

▲ **Time** 3:30 PM – 4:00 PM
Subject Meeting with (b) (6)
Location Geoff's Office

Attendees	Name <E-mail>	Attendance
	Simon, Doug (OST) <doug.simon@dot.gov>	Organizer
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	Bibbs-Daniels, Rita (OST) <Rita.Bibbs-Daniels@dot.gov>	Required

▲ **Time** 4:00 PM – 4:30 PM
Subject Southwest 1380 update
Location AOA Conference Room / (b) (6)
(b) (5)

Attendees	Name <E-mail>	Attendance
	Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>	Organizer
	Bahrani, Ali <AVS> <ali.bahrani@faa.gov>	Required
	Baker, Dorenda D <AIR> <dorenda.baker@faa.gov>	Required
	Viola, James A <AFS> <james.viola@faa.gov>	Required
	Gottlieb, Steven <AAI> <Steven.Gottlieb@faa.gov>	Required

Guzzetti, Jeffrey <AAI> <jeffrey.guzzetti@faa.gov>	Required
Duncan, John S <AFS> <john.s.duncan@faa.gov>	Required
Carty, Robert <AFS> <robert.carty@faa.gov>	Required
Trippe, Charles <AWA> <charles.trippe@faa.gov>	Required
Burleson, Carl <AWA> <carl.burleson@faa.gov>	Required
Amereihn, Tina <AWA> <tina.amereihn@faa.gov>	Required
Brown, Chris C <AWA> <chris.c.brown@faa.gov>	Required
Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>	Required
Martin, Gregory <AWA> <gregory.martin@faa.gov>	Required
Gregor, Ian <AWP> <ian.gregor@faa.gov>	Required
McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
Cassidy, Barbara <AVS> <barbara.cassidy@faa.gov>	Optional
Locke, Caitlin <AFS> <caitlin.locke@faa.gov>	Optional

Time	5:00 PM – 5:30 PM	
Subject	CAFE Discussion	
Location	S2 Conference Room	
Attendees	Name <E-mail>	Attendance
	Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
	King, Heidi (NHTSA) <heidi.king@dot.gov>	Required
	Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
	Owens, James (OST) <James.Owens@dot.gov>	Required
	Morrison, Jonathan (NHTSA) <Jonathan.Morrison@dot.gov>	Required
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required

Kan, Derek (OST) <derek.kan@dot.gov> Required

Friday, April 20, 2018

▲ **Time** 8:30 AM – 9:00 AM
Subject Senior Staff Meeting
Location Secretary's Conference Room

Attendees	Name <E-mail>	Attendance
	Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
	Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
	Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
	Furman, Jon (OST) <jon.furman@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Kan, Derek (OST) <derek.kan@dot.gov>	Required
	Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
	Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
	Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
	Ray, James (OST) <Jim.Ray@dot.gov>	Required

▲ **Time** 9:30 AM – 10:30 AM
Subject DOT/FAA
Categories Green Category

▲ **Time** 10:00 AM – 10:45 AM
Subject AVS Weekly Meeting- ADA to lead
Location AOA Conference Room
ADA to lead

Attendees	Name <E-mail>	Attendance
	Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>	Organizer
	Bahrami, Ali <AVS> <ali.bahrami@faa.gov>	Required

Baker, Dorenda D <AIR> <dorenda.baker@faa.gov>	Required
Carty, Robert <AFS> <robert.carty@faa.gov>	Required
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
Martin, Gregory <AWA> <gregory.martin@faa.gov>	Required
Shiffer, Jeannie <AWA> <jeannie.shiffer@faa.gov>	Required
Gregor, Ian <AWP> <ian.gregor@faa.gov>	Required

▲ **Time** 11:00 AM – 12:00 PM
Subject FAA/DOT
Categories Green Category

▲ **Time** 12:15 PM – 1:15 PM
Subject Lunch - Rob Chamberlin
Location (b) (6)
Attendees

Name <E-mail>	Attendance
Burr, Geoff (OST) <geoff.burr@dot.gov>	Organizer
Rob Chamberlin (b) (6)	Required

▲ **Time** 4:00 PM – 4:30 PM
Subject Southwest 1380 update
Location AOA Conference Room / (b) (6)
 (b) (5)
Attendees

Name <E-mail>	Attendance
Elwell, Daniel <AWA> <daniel.elwell@faa.gov>	Organizer
Bahrami, Ali <AVS> <ali.bahrami@faa.gov>	Required
Baker, Dorenda D <AIR> <dorenda.baker@faa.gov>	Required
Viola, James A <AFS> <james.viola@faa.gov>	Required
Gottlieb, Steven <AAI> <steven.gottlieb@faa.gov>	Required
Guzzetti, Jeffrey <AAI> <jeffrey.guzzetti@faa.gov>	Required
Duncan, John S <AFS> <john.s.duncan@faa.gov>	Required

Carty, Robert <AFS> <robert.carty@faa.gov>	Required
Trippe, Charles <AWA> <charles.trippe@faa.gov>	Required
Burleson, Carl <AWA> <carl.burleson@faa.gov>	Required
Amereihn, Tina <AWA> <tina.amereihn@faa.gov>	Required
Brown, Chris C <AWA> <chris.c.brown@faa.gov>	Required
Edwards, Bailey <AWA> <bailey.edwards@faa.gov>	Required
Martin, Gregory <AWA> <gregory.martin@faa.gov>	Required
Gregor, Ian <AWP> <ian.gregor@faa.gov>	Required
McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
Cassidy, Barbara <AVS> <barbara.cassidy@faa.gov>	Required
Locke, Caitlin <AFS> <caitlin.locke@faa.gov>	Required
Miller, Timothy D <AFS> <timothy.d.miller@faa.gov>	Required

Monday, April 23, 2018

▲ **Time** 10:00 AM – 11:00 AM
Subject FOIA Request
Categories Red Category

▲ **Time** 6:30 PM – 7:00 PM
Subject 3

Tuesday, April 24, 2018

▲ **Time** 2:00 PM – 2:30 PM
Subject Stephen Bradford
Location Geoffs Office
Attendees

Name <E-mail>	Attendance
Burr, Geoff (OST) <geoff.burr@dot.gov>	Organizer
Bradford, Stephen (OST) <stephen.bradford@dot.gov>	Required

Wednesday, April 25, 2018

▲ **Time** 10:00 AM – 11:00 AM
Subject (b) (6)
Location (b) (6)

▲ **Time** 1:00 PM – 1:30 PM
Subject (b) (6)

▲ **Time** 3:00 PM – 4:00 PM
Subject Megan
Location Geoff's office

Attendees	Name <E-mail>	Attendance
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Organizer
	Sweeney, Megan (OST) <megan.sweeney@dot.gov>	Required

▲ **Time** 6:30 PM – 7:30 PM
Subject (b) (6)
Location (b) (6)

Thursday, April 26, 2018

▲ **Time** 9:00 AM – 9:30 AM
Subject Weekly (Non-Career) Staff Meeting
Location ConfRm-HQ-Lincoln Room (OST)
Recurrence Occurs every Thursday effective 4/5/2018 until 4/26/2018 from 9:00 AM to 9:30 AM

Attendees	Name <E-mail>	Attendance
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Organizer
	Martinez, Raymond P. (FMCSA) <Raymond.Martinez@dot.gov>	Required
	Koehlke, Alex <Alex.Koehlke@dot.gov>	Required
	Riccardo, George (OST) <george.riccardo@dot.gov>	Required
	Smeda, Elisabeth <AWA> <elisabeth.smeda@faa.gov>	Required
	Plans, Barry (OST) <barry.plans@dot.gov>	Required
	Etchen, Alex (OST) <alex.etchen@dot.gov>	Required
	Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>	Required
	Post, Andy (OST) <Andy.Post@dot.gov>	Required

Dombrowski, Eileen (OST) <Eileen.Dombrowski@dot.gov>	Required
King, Heidi (NHTSA) <heidi.king@dot.gov>	Required
Graham, Douglas (OST) <douglas.graham@dot.gov>	Required
Kania, Adriana (OST) <adriana.kania@dot.gov>	Required
Curto, Michael (OST) <Michael.Curto@dot.gov>	Required
Elliott, Skip (PHMSA) <howard.elliott@dot.gov>	Required
Hess, Chris (FRA) <christopher.hess@dot.gov>	Required
Wilkinson, James (OST) <james.wilkinson@dot.gov>	Required
Owens, James (OST) <James.Owens@dot.gov>	Required
Kramer, John (OST) <John.Kramer@dot.gov>	Required
Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov>	Required
Bradford, Stephen (OST) <stephen.bradford@dot.gov>	Required
Reynard, Mike (FHWA) <mike.reynard@dot.gov>	Required
Smith, Loren (OST) <Loren.Smith@dot.gov>	Required
Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>	Required
Parker, Mala (FHWA) <mala.parker@dot.gov>	Required
Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
Kuo, Monica (OST) <monica.kuo@dot.gov>	Required
Worthy, Sharon (OST) <sharon.worthy@dot.gov>	Required
Cipriano, Peter (FRA) <peter.cipriano@dot.gov>	Required
Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>	Required
Furman, Jon (OST) <jon.furman@dot.gov>	Required
Poole, Sean (FMCSA) <sean.poole@dot.gov>	Required

Inman, Todd (OST) <todd.inman@dot.gov>	Required
Ray, James (OST) <Jim.Ray@dot.gov>	Required
Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>	Required
Henry, Tina (OST) <tina.henry@dot.gov>	Required
Sylvester, Marco (OST) <marco.sylvester@dot.gov>	Required
Smith, Geoff (OST) <geoff.smith@dot.gov>	Required
Hendrickson, Brandye (FHWA) <Brandye.Hendrickson@dot.gov>	Required
Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>	Required
Wolf, Ariel (OST) <ariel.wolf@dot.gov>	Required
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
Barnard, Brian (NHTSA) <brian.barnard@dot.gov>	Required
Kloster, Andrew (OST) <andrew.kloster@dot.gov>	Required
Bedell, Anthony (OST) <anthony.bedell@dot.gov>	Required
Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>	Required
Kochman, Benjamin (OST) <benjamin.kochman@dot.gov>	Required
Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
Fraser, Bobby (PHMSA) <bobby.fraser@dot.gov>	Required
Deck, Wiley (FMCSA) <wiley.deck@dot.gov>	Required
Newman, Philip (FTA) <philip.newman@dot.gov>	Required
Edwards, Sara (OST) <sara.edwards@dot.gov>	Required
Cote, Gregory (OST) <gregory.cote@dot.gov>	Required

Mullen, Jim (FMCSA) <jim.mullen@dot.gov>	Required
Tucker, Deva (OST) <Deva.Tucker@dot.gov>	Required
Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>	Required
Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>	Required
Williams, Jane (FTA) <k.jane.williams@dot.gov>	Required
Morgan, Owen (OST) <owen.morgan@dot.gov>	Required
James, Charles (OST) <charles.james@dot.gov>	Required
Martin, Gregory (OST) <gregory.martin@dot.gov>	Required
Simon, Doug (OST) <doug.simon@dot.gov>	Required
Minock, Nick (OST) <nickolaus.minock@dot.gov>	Required
Cheap, Casey (OST) <casey.cheap@dot.gov>	Required
Roberti, Paul (PHMSA) <paul.roberti@dot.gov>	Required
Batory, Ronald (FRA) <ronald.batory@dot.gov>	Required
Deputy Scheduler <DeputyScheduler@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required
McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
Hanson, Alan (OST) <Alan.Hanson@dot.gov>	Required
ConfRm-HQ-Lincoln Room (OST) <Lincoln.Room@dot.gov>	Resource
Flowers, Darien <Darien.Flowers@dot.gov>	Required
Sturges, Matt (FRA) <Matt.Sturges@dot.gov>	Required
Fulton, Finch (OST) <Finch.Fulton@dot.gov>	Required
Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>	Required

Garg, Arjun (FTA) <arjun.garg@dot.gov>	Required
Mitton, Chris (OST) <chris.mitton@dot.gov>	Required
Morrison, Jonathan (NHTSA) <Jonathan.Morrison@dot.gov>	Required
Morris, Willis (OST) <willis.morris@dot.gov>	Required
Trippe, Charles <AWA> <charles.trippe@faa.gov>	Required
Amereihn, Tina <AWA> <tina.amereihn@faa.gov>	Required
Wang, Tim (OST) <tim.wang@dot.gov>	Required
Gautreaux, Cathy F. (FMCSA) <cathy.gautreaux@dot.gov>	Required
Chinn, Monica (OST) <monica.chinn@dot.gov>	Required
Baker, Shana (FHWA) <Shana.Baker@dot.gov>	Required
Morabito, Cameron (OST) <cameron.morabito@dot.gov>	Required
Short, David (OST) <david.short@dot.gov>	Required
Buzby, Mark (MARAD) <mark.buzby@dot.gov>	Required
McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
Pearce, Drue (PHMSA) <drue.pearce@dot.gov>	Required
Bonini, Kyle (FMCSA) <kyle.bonini@dot.gov>	Required
Barbknecht, McKenzie (OST) <mckenzie.barbknecht@dot.gov>	Required
Shaffer, Kirk <kirk.shaffer@faa.gov>	Required



Time 12:00 PM – 1:00 PM
Subject Lunch with Molly
Location (b) (6) [REDACTED]

Friday, April 27, 2018

▲ **Time** 10:00 AM – 11:00 AM
Subject FOIA Research
Location Geoffs office
Attendees

Name <E-mail>	Attendance
Burr, Geoff (OST) <geoff.burr@dot.gov>	Organizer
Ray, Kathy (OST) <Kathy.Ray@dot.gov>	Required

▲ **Time** 11:30 AM – 12:30 PM
Subject DOT/(b) (6)

THIS IS AN AUTOMATED SHAREPOINT MESSAGE. Please do not reply to this email

Dear ADDOT\elesha.swann.ctr or POC,
Your request for a Chauffeur service has been approved.
Here are the details of your request.
Request Start Date: 4/27/2018 13:00
Request End Date and Time(if U-Drive):1/1/0001 :
Pick up location: (b) (6)

Destination(if Chauffeur request):DOT
Also you can check the details of your requests at the link below:
<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/Home.aspx>
<<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/Home.aspx>>

To modify your request please click this link to request a change:
<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/MinorChangeUserInput.aspx>
<<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/MinorChangeUserInput.aspx>>

To cancel your request please click this link:
<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/Cancel%20Requests.aspx>
<<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/Cancel%20Requests.aspx>>

Thank you,
MotorPool

Categories Green Category

▲ **Time** 12:00 PM – 1:00 PM
Subject Lunch with (b) (6) (JP Morgan Chase)
Location TBD

▲ **Time** 1:00 PM – 2:00 PM
Subject (b) (6) /DOT

THIS IS AN AUTOMATED SHAREPOINT MESSAGE. Please do not reply to this email

Dear ADDOT\elesha.swann.ctr or POC,
Your request for a Chauffeur service has been approved.

Here are the details of your request.
Request Start Date: 4/27/2018 13:00
Request End Date and Time(if U-Drive):1/1/0001 :
Pick up location: (b) (6)

Destination(if Chauffeur request):DOT
Also you can check the details of your requests at the link below:
<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/Home.aspx>
<<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/Home.aspx>>
To modify your request please click this link to request a change:
<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/MinorChangeUserInput.aspx>
<<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/MinorChangeUserInput.aspx>>
To cancel your request please click this link:
<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/Cancel%20Requests.aspx>
<<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/Cancel%20Requests.aspx>>
Thank you,
MotorPool

Categories Green Category

▲ **Time** 2:15 PM – 2:45 PM
Subject Meeting w/Cheryl Walker
Location S2's Office

Attendees	Name <E-mail>	Attendance
	Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	Walker, Cheryl (FHWA) <cheryl.walker@dot.gov>	Required

▲ **Time** 2:45 PM – 3:00 PM
Subject Donna O'Berry
Location Geoff's office

Attendees	Name <E-mail>	Attendance
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Organizer
	O'Berry, Donna (OST) <donna.o'berry@dot.gov>	Required

▲ **Time** 3:00 PM – 3:30 PM
Subject FOIA Research
Location Geoffs Office

Attendees	Name <E-mail>	Attendance
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Burr, Geoff (OST) <geoff.burr@dot.gov> Organizer
Ray, Kathy (OST) <Kathy.Ray@dot.gov> Required

Monday, April 30, 2018

▲ **Time** 8:30 AM – 9:00 AM
Subject Senior Staff Meeting
Location Secretary's Conference Room

Attendees

Name <E-mail>	Attendance
Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
Furman, Jon (OST) <jon.furman@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required
Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required

▲ **Time** 2:00 PM – 3:00 PM
Subject Honeywell Meeting Request
Location Lincoln Conference Room - 1200 New Jersey Ave SE, Washington, DC 20590
Please report to the security desk and present your gov. ID and security will call our office to escort you to the conference room.

Attendees: Honeywell

Jim Carroll, Senior Vice President of Global Government Relations

Larry Kast VP, Government Relations

Amy Chiang, Government Relations?

POC: Rita Bibbs-Daniels – 202-366-1103

Attendees	Name <E-mail>	Attendance
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Organizer
	Awbrey, Terri (b) (6)	Optional
	Ray, James (OST) <Jim.Ray@dot.gov>	Required
	Laine Evans (b) (6)	Required
	Larissa Martin (b) (6)	Required
	Carroll, Jim (b) (6)	Optional
	Rossman, Elizabeth L (b) (6)	Optional
	ConfRm-HQ-Lincoln Room (OST) <Lincoln.Room@dot.gov>	Resource

▲ **Time** 2:00 PM – 3:00 PM

Subject IoT/Smart City Forum Planning Call

Location (b) (6), pass code (b) (6)

Importance High

The IoT/Smart City government and Industry chairs would like to have a planning call to discuss:

- * Format and logistics
- * Title of forum and tag line
- * Panel topics
- * Case Study/demo suggestions
- * Recommended Keynotes
- * Volunteers to lead tracks, recommend keynotes, provide government and industry outreach

Date/Location: July 18, 2018 at the Renaissance Hotel, Washington, DC - half day morning event

Below is a copy of the IoT Forum working matrix that will be updated on each call to show leads, keynotes, moderators, panelists invited, potential speaker list, and volunteers.

If you cannot participate in the call, could you recommend an alternate? Any questions, call Carol Miller (b) (6)

Attendees	Name <E-mail>	Attendance
	Carol Miller (b) (6)	Organizer
	'mchorton (b) (6) <(b) (6)>	Required
	'carolyn_marshall (b) (6) (b) (6)	Required
	'marglin_ben (b) (6) <(b) (6)>	Required
	'jennheld (b) (6) (b) (6)	Required
	'nimalik (b) (6) (b) (6)	Required
	'ballen (b) (6) (b) (6)	Required
	'vladislav.royzman (b) (6) (b) (6)	Required
	'matesh.dave (b) (6) (b) (6)	Required
	'jonathan.p.williams (b) (6) (b) (6)	Required
	'thager (b) (6) (b) (6)	Required
	'jean.edwards (b) (6) <(b) (6)>	Required
	'faye.farah (b) (6) <(b) (6)>	Required
	'david.brannon (b) (6) (b) (6)	Required
	'llw222t (b) (6) (b) (6)	Required
	'zane (b) (6) (b) (6)	Required
	'joe.arthur (b) (6) (b) (6)	Required
	'zaki.saleh (b) (6) (b) (6)	Required
	'chris_townsend (b) (6) (b) (6)	Required

'steve.zerkle(b) (6) (b) (6)	Required
'fiona.barshow(b) (6) (b) (6)	Required
'bwood(b) (6) (b) (6)	Required
'kennethadams(b) (6) (b) (6)	Required
'kyle.tuberson(b) (6) (b) (6)	Required
'sexton.matthew(b) (6) (b) (6)	Required
'monam_noor(b) (6) (b) (6)	Required
'dhaval(b) (6) (b) (6)	Required
'aobrien(b) (6) (b) (6)	Required
'cory.krause(b) (6) (b) (6)	Required
'sanjay.sardar(b) (6) (b) (6)	Required
'shanfield_e_robert(b) (6) (b) (6)	Required
'brabner_joshua(b) (6) (b) (6)	Required
'louise.white(b) (6) (b) (6)	Required
'arushi.srivastava(b) (6) (b) (6)	Required
'dagrant(b) (6) (b) (6)	Required
'mattheww.goodrich@gsa.gov' <mattheww.goodrich@gsa.gov>	Required
'ashley.mahan@gsa.gov' <ashley.mahan@gsa.gov>	Required
'philip.g.hall@noaa.gov' <philip.g.hall@noaa.gov>	Required

Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
'michael.palmer@hq.dhs.gov' <michael.palmer@hq.dhs.gov>	Required
sokwoo.rhee nist.gov <sokwoo.rhee@nist.gov>	Required
'jeffrey.bratcher@ntia.gov' <jeffrey.bratcher@ntia.gov>	Required
'ronald.ward@fas.usda.gov' <ronald.ward@fas.usda.gov>	Required
'tacy.summersett@assoc.usda.gov' <tacy.summersett@assoc.usda.gov>	Required
'mcmahon.ethan@epa.gov' <mcmahon.ethan@epa.gov>	Required
George, Stephen M <AWA> <stephen.george@faa.gov>	Required
'quirk@usgs.gov' <quirk@usgs.gov>	Required
'annmarie.keim@nasa.gov' <annmarie.keim@nasa.gov>	Required
'albert.gallo@hq.doe.gov' <albert.gallo@hq.doe.gov>	Required
'mohammed.chaudhry@fda.hhs.gov' <mohammed.chaudhry@fda.hhs.gov>	Required
'steven.hernandez@ed.gov' <steven.hernandez@ed.gov>	Required
'woodja@mcc.gov' <woodja@mcc.gov>	Required
'kevin.r.cooke@hud.gov' <kevin.r.cooke@hud.gov>	Required
'brian.miguel@gsa.gov' <brian.miguel@gsa.gov>	Required
Hayley Stanard (b) (6)	Required



Time 3:00 PM – 3:30 PM
Subject Calendar Follow-up
Location Geoff's office
Attendees

Name <E-mail>	Attendance
Burr, Geoff (OST) <geoff.burr@dot.gov>	Organizer

Ray, Kathy (OST) <Kathy.Ray@dot.gov>

Required

Calendar Calendar

Tuesday, May 1, 2018 – Thursday, May 31, 2018

Time zone: (UTC-05:00) Eastern Time (US & Canada)

(Adjusted for Daylight Saving Time)

May 2018

Su Mo Tu We Th Fr Sa

		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

▲ [Interview with](#) (b) (6) Tue, May 1 2:30 PM – 3:00 PM
Geoff's Office

▲ [Senior Staff Meeting](#) Wed, May 2 8:30 AM – 9:00 AM
Secretary's Conference Room

[Calendar Follow-up](#) 9:00 AM – 10:00 AM
Geoff's office

[DOT/WH](#) 11:00 AM – 11:10 AM

[DOT 90 Day Outlook Meeting](#) 4:30 PM – 5:30 PM
Cabinet Affairs, EEOB 126

[WH/DOT](#) 5:00 PM – 5:30 PM

[Wrap Up](#) 5:30 PM – 6:30 PM
Secretary's Conference Room

▲ [Senior Staff Meeting](#) Thu, May 3 8:30 AM – 9:00 AM
Secretary's Conference Room

[Weekly \(Non-Career\) Staff Meeting](#) 9:00 AM – 9:30 AM
ConfRm-HQ-Lincoln Room (OST)

[Meeting Request/Northeast Maglev](#) 10:30 AM – 11:30 AM
S2 Conference Room - 1200
New Jersey Ave SE, Washington,
DC 20590

[Travel Time](#) 1:30 PM – 2:30 PM
(b) (6) 2:00 PM – 3:30 PM

[Elle Catch-up](#) 4:00 PM – 4:30 PM
Geoff's office

[Wrap Up](#) 6:00 PM – 6:30 PM
Secretary's Conference Room

▲ [Senior Staff Meeting](#) Fri, May 4 8:30 AM – 9:00 AM
Secretary's Conference Room

[Meeting w/Francis Brooke](#) 9:30 AM – 10:00 AM
S2's Conference Room

[Phone Call- Rep. Pete Aguilar](#) 12:00 PM – 12:30 PM
Rep. Pete Aguilar will call Geoff
(b) (6)

[Paul Johnson](#) 2:30 PM – 3:00 PM
Geoffs office - 1200 New Jersey
Ave SE, Washington, DC 20590

[Hold for CommCore Kick Off](#) 3:00 PM – 4:00 PM
W80-322/ Tele conf (b) (6)
(b) (6) and Passcode (b) (6)

[Wrap Up](#) 5:30 PM – 6:00 PM
Secretary's Conference Room

▲ [Senior Staff Meeting](#) Mon, May 7 8:30 AM – 9:00 AM
Secretary's Conference Room

[Catch-Up Meeting with Burr/Rosen](#) 2:00 PM – 2:30 PM
Secretary's Office

▲ (b) (6) Tue, May 8 to Thu, May 10

[Meeting with S2, Burr, GC, Todd](#) Tue, May 8 10:00 AM – 10:30 AM
Secretary's Conference Room

[meeting with Secretary Chao](#) 3:00 PM – 4:00 PM
DOT

[Wrap Up](#) 6:00 PM – 6:30 PM
Secretary's Conference Room

▲ [Private Appointment](#) Wed, May 9

[Senior Staff Meeting](#) Wed, May 9 8:30 AM – 9:00 AM
Secretary's Conference Room

[Prep Potus Cafe' Meeting](#) 10:00 AM – 11:00 AM
S2 Conference Room

▲ [Senior Staff Meeting](#) Thu, May 10 8:30 AM – 9:00 AM
Secretary's Conference Room

	Weekly (Non-Career) Staff Meeting		9:00 AM – 9:30 AM
	ConfRm-HQ-Lincoln Room (OST)		
▲	Senior Staff Meeting	Fri, May 11	8:30 AM – 9:00 AM
	Secretary's Conference Room		
	Meet & Greet		10:00 AM – 10:30 AM
	Geoff's office W90-314		
▲	Senior Staff Meeting	Mon, May 14	8:30 AM – 9:00 AM
	Secretary's Conference Room		
	Interview with (b) (6)		11:30 AM – 12:00 PM
	CoS Office		
	Paul Johnson		2:00 PM – 2:30 PM
	Meeting w/S2 & Cathy Gautreaux		3:45 PM – 4:00 PM
	S2's Office		
▲	Senior Staff Meeting	Tue, May 15	8:30 AM – 9:00 AM
	Secretary's Conference Room		
	Meeting with Burr, Derek, Marianne		10:00 AM – 10:10 AM
	Secretary's Office		
	Touch Base		2:30 PM – 3:00 PM
	Geoff's office		
	SF 278		3:00 PM – 4:00 PM
▲	Senior Staff Meeting	Wed, May 16	8:30 AM – 9:00 AM
	Secretary's Conference Room		
	Meeting w/S2 & Cathy Gautreaux		10:30 AM – 11:00 AM
	S2's Office		
	(b) (6) Interview FHWA		2:30 PM – 3:00 PM
	S2's Office		
	Financial Situation Update		5:00 PM – 5:30 PM
	S2's Conference Room		
▲	Senior Staff Meeting	Thu, May 17	8:30 AM – 9:00 AM
	Secretary's Conference Room		
	Weekly (Non-Career) Staff Meeting		9:00 AM – 9:30 AM
	ConfRm-HQ-Lincoln Room (OST)		
	NY/NJ Meeting		11:00 AM – 11:45 AM
	S2's Conference Room		
	Prep for CNBC Interview		5:00 PM – 5:30 PM
	Secretary's Conference Room		

▲	(b) (6)	Fri, May 18	
	Senior Staff Meeting	Fri, May 18	8:30 AM – 9:00 AM
	Secretary's Conference Room		
	Meeting with Burr, Derek, and Marianne		12:00 PM – 12:30 PM
	Secretary's Office		
▲	Fwd: Conference Call	Sat, May 19	4:15 PM – 4:45 PM
	See dial-in number below		
	Cafe Conference Call		4:15 PM – 5:15 PM
▲	Senior Staff Meeting	Mon, May 21	8:30 AM – 9:00 AM
	Secretary's Conference Room		
▲	Senior Staff Meeting	Tue, May 22	8:30 AM – 9:00 AM
	Secretary's Conference Room		
	Dallas Airport LOI		2:00 PM – 2:30 PM
	4Pm Conference line		
▲	Senior Staff Meeting	Wed, May 23	8:30 AM – 9:00 AM
	Secretary's Conference Room		
	Secretarial Awards Discussion		4:00 PM – 4:45 PM
	S2 Conference Room		
	Wrap Up		6:00 PM – 6:30 PM
	Secretary's Conference Room		
▲	Senior Staff Meeting	Thu, May 24	8:30 AM – 9:00 AM
	Secretary's Conference Room		
	Weekly (Non-Career) Staff Meeting		9:00 AM – 9:30 AM
	ConfRm-HQ-Lincoln Room (OST)		
	Paul Johnson		10:00 AM – 10:30 AM
	Geoff's office		
	Catch Up w/S2/Geoff/Todd		2:30 PM – 3:00 PM
	S2's Office		
	Kathy Ray		4:00 PM – 4:30 PM
	Geoffs office		
	Wrap Up		6:00 PM – 6:30 PM
	Secretary's Conference Room		
▲	Private Appointment	Fri, May 25	
	Senior Staff Meeting	Fri, May 25	8:30 AM – 9:00 AM
	Secretary's Conference Room		

	Meeting w/Doug Graham Geoff's Office		9:00 AM – 9:30 AM
	Red Folders/Desk Time		10:00 AM – 12:00 PM
<hr/>			
▲	Senior Staff Meeting Secretary's Conference Room	Tue, May 29	8:30 AM – 9:00 AM
	Weekly Modal Administrator's Meeting Lincoln Conference Room		9:30 AM – 10:00 AM
	Desk Time/Red Folders		10:00 AM – 12:00 PM
	MCSAP Next Steps S2's Office		11:30 AM – 11:45 AM
	Wrap Up Secretary's Conference Room		6:00 PM – 6:30 PM
<hr/>			
▲	Senior Staff Meeting Secretary's Conference Room	Wed, May 30	8:30 AM – 9:00 AM
	Interview With (b) (6) Geoff's Office		10:00 AM – 10:30 AM
	Wrap Up Secretary's Conference Room		6:00 PM – 6:30 PM
<hr/>			
▲	Senior Staff Meeting Secretary's Conference Room	Thu, May 31	8:30 AM – 9:00 AM
	Weekly (Non-Career) Staff Meeting ConfRm-HQ-Lincoln Room (OST)		9:00 AM – 9:30 AM
	Interview w/(b) (6) .AA S2's Office		2:00 PM – 2:30 PM
	Ray Martinez Travel Discussion Geoff's office W90-314		5:00 PM – 5:30 PM
	Wrap Up Secretary's Conference Room		6:00 PM – 6:30 PM

Details

Tuesday, May 1, 2018

▲	Time 2:30 PM – 3:00 PM	
	Subject Interview with (b) (6)	
	Location Geoff's Office	
	Attendees Name <E-mail>	Attendance
	Simon, Doug (OST) <doug.simon@dot.gov>	Organizer

Burr, Geoff (OST) <geoff.burr@dot.gov> Required

Wednesday, May 2, 2018

▲ **Time** 8:30 AM – 9:00 AM
Subject Senior Staff Meeting
Location Secretary's Conference Room

Attendees

Name <E-mail>	Attendance
Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required
Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required

▲ **Time** 9:00 AM – 10:00 AM
Subject

▲ **Time** 11:00 AM – 11:10 AM
Subject Calendar Follow-up
Location Geoff's office

Attendees

Name <E-mail>	Attendance
Burr, Geoff (OST) <geoff.burr@dot.gov>	Organizer
Ray, Kathy (OST) <Kathy.Ray@dot.gov>	Required

▲ **Time** 4:30 PM – 5:30 PM
Subject DOT/WH
THIS IS AN AUTOMATED SHAREPOINT MESSAGE. Please do not reply to this email
Dear ADDOT\elesha.swann.ctr or POC,

Your request for a Chauffeur service has been approved.
Here are the details of your request.
Request Start Date: 5/2/2018 16:15
Request End Date and Time(if U-Drive):1/1/0001 :
Pick up location: DOT West New Jersey Pick Up

Destination(if Chauffeur request):White House
Also you can check the details of your requests at the link below:
<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/Home.aspx>
<<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/Home.aspx>>
To modify your request please click this link to request a change:
<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/MinorChangeUserInput.aspx>
<<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/MinorChangeUserInput.aspx>>
To cancel your request please click this link:
<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/Cancel%20Requests.aspx>
<<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/Cancel%20Requests.aspx>>
Thank you,
MotorPool

Categories Green Category

Attendees	Name <E-mail>	Attendance
	Bibbs-Daniels, Rita (OST) <Rita.Bibbs-Daniels@dot.gov>	Organizer
	McInerney, Marianne (OST) (marianne.mcinerney@dot.gov) <marianne.mcinerney@dot.gov>	Required

▲ **Time** 5:00 PM – 5:30 PM
Subject DOT 90 Day Outlook Meeting
Location Cabinet Affairs, EEOB 126

Attendees	Name <E-mail>	Attendance
	McBride, Emily J. EOP/WHO (b) (6)	Organizer
	Bibbs-Daniels, Rita (OST) <Rita.Bibbs-Daniels@dot.gov>	Required

▲ **Time** 5:30 PM – 6:30 PM
Subject WH/DOT
THIS IS AN AUTOMATED SHAREPOINT MESSAGE. Please do not reply to this email
Dear ADDOT\elesha.swann.ctr or POC,
Your request for a Chauffeur service has been approved.
Here are the details of your request.
Request Start Date: 5/2/2018 17:30

Request End Date and Time(if U-Drive):1/1/0001 :
Pick up location: White House

Destination(if Chauffeur request):DOT

Also you can check the details of your requests at the link below:
<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/Home.aspx>
<<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/Home.aspx>>

To modify your request please click this link to request a change:
<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/MinorChangeUserInput.aspx>
<<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/MinorChangeUserInput.aspx>>

To cancel your request please click this link:
<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/Cancel%20Requests.aspx>
<<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/Cancel%20Requests.aspx>>

Thank you,
MotorPool

Categories Green Category

Attendees	Name <E-mail>	Attendance
	Bibbs-Daniels, Rita (OST) <Rita.Bibbs-Daniels@dot.gov>	Organizer
	McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Optional

	Time 6:00 PM – 6:30 PM	
	Subject Wrap Up	
	Location Secretary's Conference Room	
Attendees	Name <E-mail>	Attendance
	Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
	Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
	Furman, Jon (OST) <jon.furman@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Kan, Derek (OST) <derek.kan@dot.gov>	Required

Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
Ray, James (OST) <Jim.Ray@dot.gov>	Required

Thursday, May 3, 2018

▲ **Time** 8:30 AM – 9:00 AM
Subject Senior Staff Meeting
Location Secretary's Conference Room

Attendees	Name <E-mail>	Attendance
	Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
	Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
	Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
	Furman, Jon (OST) <jon.furman@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Kan, Derek (OST) <derek.kan@dot.gov>	Required
	Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
	Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
	Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
	Ray, James (OST) <Jim.Ray@dot.gov>	Required

▲ **Time** 9:00 AM – 9:30 AM
Subject Weekly (Non-Career) Staff Meeting
Location ConfRm-HQ-Lincoln Room (OST)
Recurrence Occurs every Thursday effective 5/3/2018 until 5/31/2018 from 9:00 AM to 9:30 AM

Attendees	Name <E-mail>	Attendance
------------------	----------------------------	-------------------

Burr, Geoff (OST) <geoff.burr@dot.gov>	Organizer
Martinez, Raymond P. (FMCSA) <Raymond.Martinez@dot.gov>	Required
Koehlke, Alex <Alex.Koehlke@dot.gov>	Required
Riccardo, George (OST) <george.riccardo@dot.gov>	Required
Smeda, Elisabeth <AWA> <elisabeth.smeda@faa.gov>	Required
Plans, Barry (OST) <barry.plans@dot.gov>	Required
Etchen, Alex (OST) <alex.etchen@dot.gov>	Required
Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>	Required
Post, Andy (OST) <Andy.Post@dot.gov>	Required
Dombrowski, Eileen (OST) <Eileen.Dombrowski@dot.gov>	Required
King, Heidi (NHTSA) <heidi.king@dot.gov>	Required
Graham, Douglas (OST) <douglas.graham@dot.gov>	Required
Kania, Adriana (OST) <adriana.kania@dot.gov>	Required
Curto, Michael (OST) <Michael.Curto@dot.gov>	Required
Elliott, Skip (PHMSA) <howard.elliott@dot.gov>	Required
Hess, Chris (FRA) <christopher.hess@dot.gov>	Required
Wilkinson, James (OST) <james.wilkinson@dot.gov>	Required
Owens, James (OST) <James.Owens@dot.gov>	Required
Kramer, John (OST) <John.Kramer@dot.gov>	Required
Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov>	Required
Bradford, Stephen (OST) <stephen.bradford@dot.gov>	Required
Reynard, Mike (FHWA) <mike.reynard@dot.gov>	Required

Smith, Loren (OST) <Loren.Smith@dot.gov>	Required
Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>	Required
Parker, Mala (FHWA) <mala.parker@dot.gov>	Required
Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
Kuo, Monica (OST) <monica.kuo@dot.gov>	Required
Worthy, Sharon (OST) <sharon.worthy@dot.gov>	Required
Cipriano, Peter (FRA) <peter.cipriano@dot.gov>	Required
Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>	Required
Furman, Jon (OST) <jon.furman@dot.gov>	Required
Poole, Sean (FMCSA) <sean.poole@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required
Ray, James (OST) <Jim.Ray@dot.gov>	Required
Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>	Required
Henry, Tina (OST) <tina.henry@dot.gov>	Required
Sylvester, Marco (OST) <marco.sylvester@dot.gov>	Required
Smith, Geoff (OST) <geoff.smith@dot.gov>	Required
Hendrickson, Brandye (FHWA) <Brandye.Hendrickson@dot.gov>	Required
Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>	Required
Wolf, Ariel (OST) <ariel.wolf@dot.gov>	Required
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
Barnard, Brian (NHTSA) <brian.barnard@dot.gov>	Required
Kloster, Andrew (OST) <andrew.kloster@dot.gov>	Required
Bedell, Anthony (OST) <anthony.bedell@dot.gov>	Required

Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>	Required
Kochman, Benjamin (OST) <benjamin.kochman@dot.gov>	Required
Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
Fraser, Bobby (PHMSA) <bobby.fraser@dot.gov>	Required
Deck, Wiley (FMCSA) <wiley.deck@dot.gov>	Required
Newman, Philip (FTA) <philip.newman@dot.gov>	Required
Edwards, Sara (OST) <sara.edwards@dot.gov>	Required
Cote, Gregory (OST) <gregory.cote@dot.gov>	Required
Mullen, Jim (FMCSA) <jim.mullen@dot.gov>	Required
Tucker, Deva (OST) <Deva.Tucker@dot.gov>	Required
Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>	Required
Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>	Required
Williams, Jane (FTA) <k.jane.williams@dot.gov>	Required
Morgan, Owen (OST) <owen.morgan@dot.gov>	Required
James, Charles (OST) <charles.james@dot.gov>	Required
Martin, Gregory (OST) <gregory.martin@dot.gov>	Required
Simon, Doug (OST) <doug.simon@dot.gov>	Required
Minock, Nick (OST) <nickolaus.minock@dot.gov>	Required
Cheap, Casey (OST) <casey.cheap@dot.gov>	Required
Roberti, Paul (PHMSA) <paul.roberti@dot.gov>	Required
Batory, Ronald (FRA) <ronald.batory@dot.gov>	Required
Deputy Scheduler <DeputyScheduler@dot.gov>	Required

Kan, Derek (OST) <derek.kan@dot.gov>	Required
McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
Hanson, Alan (OST) <Alan.Hanson@dot.gov>	Required
ConfRm-HQ-Lincoln Room (OST) <Lincoln.Room@dot.gov>	Resource
Flowers, Darien <Darien.Flowers@dot.gov>	Required
Sturges, Matt (FRA) <Matt.Sturges@dot.gov>	Required
Fulton, Finch (OST) <Finch.Fulton@dot.gov>	Required
Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>	Required
Garg, Arjun (FTA) <arjun.garg@dot.gov>	Required
Mitton, Chris (OST) <chris.mitton@dot.gov>	Required
Morrison, Jonathan (NHTSA) <Jonathan.Morrison@dot.gov>	Required
Morris, Willis (OST) <willis.morris@dot.gov>	Required
Trippe, Charles <AWA> <charles.trippe@faa.gov>	Required
Amereihn, Tina <AWA> <tina.amereihn@faa.gov>	Required
Wang, Tim (OST) <tim.wang@dot.gov>	Required
Gautreaux, Cathy F. (FMCSA) <cathy.gautreaux@dot.gov>	Required
Chinn, Monica (OST) <monica.chinn@dot.gov>	Required
Baker, Shana (FHWA) <Shana.Baker@dot.gov>	Required
Morabito, Cameron (OST) <cameron.morabito@dot.gov>	Required
Short, David (OST) <david.short@dot.gov>	Required
Buzby, Mark (MARAD) <mark.buzby@dot.gov>	Required

McMaster, Sean (OST) <sean.mcmaster@dot.gov> Required

Pearce, Drue (PHMSA) <drue.pearce@dot.gov> Required

Bonini, Kyle (FMCSA) <kyle.bonini@dot.gov> Required

Barbknecht, McKenzie (OST) <mckenzie.barbknecht@dot.gov> Required

Shaffer, Kirk <kirk.shaffer@faa.gov> Required

▲ **Time** 10:30 AM – 11:30 AM
Subject Meeting Request/Northeast Maglev
Location S2 Conference Room - 1200 New Jersey Ave SE, Washington, DC 20590

Attendees

Name <E-mail>	Attendance
Burr, Geoff (OST) <geoff.burr@dot.gov>	Organizer
pjimenezvergara (b) (6)	Required
McGuire, Brian T. (b) (6)	Required
Jeff Hirschberg (b) (6)	Optional
Sturges, Matt (FRA) <Matt.Sturges@dot.gov>	Required

▲ **Time** 1:30 PM – 2:30 PM
Subject Travel Time
Categories Green Category

▲ **Time** 2:00 PM – 3:30 PM
Subject (b) (6)

▲ **Time** 4:00 PM – 4:30 PM
Subject Elle Catch-up
Location Geoff's office

Attendees

Name <E-mail>	Attendance
Burr, Geoff (OST) <geoff.burr@dot.gov>	Organizer
Basile, Gabrielle (OST) <gabrielle.basile@dot.gov>	Required

▲ **Time** 6:00 PM – 6:30 PM
Subject Wrap Up

Location	Secretary's Conference Room	
Attendees	Name <E-mail>	Attendance
	Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
	Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
	Furman, Jon (OST) <jon.furman@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Kan, Derek (OST) <derek.kan@dot.gov>	Required
	Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
	Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
	Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
	Ray, James (OST) <Jim.Ray@dot.gov>	Required

Friday, May 4, 2018

Time	8:30 AM – 9:00 AM	
Subject	Senior Staff Meeting	
Location	Secretary's Conference Room	
Attendees	Name <E-mail>	Attendance
	Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
	Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
	Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
	Furman, Jon (OST) <jon.furman@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required

Kan, Derek (OST) <derek.kan@dot.gov> Required

Genero, Laura (OST) <Laura.Genero@dot.gov> Required

Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> Required

Sullivan, Adam (OST) <adam.sullivan@dot.gov> Required

Ray, James (OST) <Jim.Ray@dot.gov> Required

▲ **Time** 9:30 AM – 10:00 AM
Subject Meeting w/Francis Brooke
Location S2's Conference Room

Attendees

Name <E-mail>	Attendance
Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
Kopko, Matthew (OST) (matthew.kopko@dot.gov) <matthew.kopko@dot.gov>	Required
King, Heidi (NHTSA) <heidi.king@dot.gov>	Required
Morrison, Jonathan (NHTSA) <Jonathan.Morrison@dot.gov>	Required
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
Owens, James (OST) <James.Owens@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required

▲ **Time** 12:00 PM – 12:30 PM
Subject Phone Call- Rep. Pete Aguilar
Location Rep. Pete Aguilar will call Geoff (b) (6)

Attendees

Name <E-mail>	Attendance
Burr, Geoff (OST) <geoff.burr@dot.gov>	Organizer
Giulino, Danielle (b) (6)	Required
OST Government Affairs <OSTGovAffairs@dot.gov>	Required

▲ **Time** 2:30 PM – 3:00 PM
Subject Paul Johnson

Location Geoffs office - 1200 New Jersey Ave SE, Washington, DC 20590

Attendees	Name <E-mail>	Attendance
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Organizer
	Paul.Johnson (b) (6) (b) (6)	Required
	Cindy Yaworske (b) (6)	Required
	Peggy Ellis (b) (6)	Optional

▲ **Time** 3:00 PM – 4:00 PM
Subject Hold for CommCore Kick Off
Location W80-322/ Tele conf (b) (6) and Passcode (b) (6)
POC:

Vicky Miller

Administrative Officer

Office of the Assistant Secretary for Administration

1200 New Jersey Ave, SE

Washington, DC 20590

202-366-1400 Office

(b) (6) Cell

Your feedback is important. Please take a moment to complete the M
Customer Service Survey
<<https://www.surveymonkey.com/s.aspx?sm=8itnDEbBz3i6wLUkky%2fwaQ%3d%3d>>

Attendees	Name <E-mail>	Attendance
	Nelson, Keith (OST) <keith.nelson@dot.gov>	Organizer
	Smith, Willie (OST) <Willie.Smith@dot.gov>	Required
	adoman (b) (6) (b) (6)	Required

Cate, Gregory (OST) <gregory.cate@dot.gov>	Required
Gates, Robin (OST) <robin.gates@dot.gov>	Required
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
Washington, Keith (OST) <Keith.Washington@dot.gov>	Required
Andy Gilman (b) (6)	Optional
Paul Johnson (b) (6)	Optional
Jason Joseph (b) (6)	Optional
Peggy Ellis (b) (6)	Optional

▲ **Time** 5:30 PM – 6:00 PM
Subject Wrap Up
Location Secretary's Conference Room

Attendees

Name <E-mail>	Attendance
Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
Furman, Jon (OST) <jon.furman@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required
Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required

Monday, May 7, 2018

▲ **Time** 8:30 AM – 9:00 AM
Subject Senior Staff Meeting
Location Secretary's Conference Room

Attendees	Name <E-mail>	Attendance
	Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
	Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
	Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
	Furman, Jon (OST) <jon.furman@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Kan, Derek (OST) <derek.kan@dot.gov>	Required
	Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
	Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
	Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required

▲	Time	2:00 PM – 2:30 PM	
	Subject	Catch-Up Meeting with Burr/Rosen	
	Location	Secretary's Office	
	Attendees	Name <E-mail>	Attendance
		SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
		Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
		Deputy Scheduler <DeputyScheduler@dot.gov>	Required
		Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>	Optional

Tuesday, May 8, 2018

▲	Time	5/8/2018 12:00 AM – 5/11/2018 12:00 AM
	Subject	(b) (6)

▲	Time	10:00 AM – 10:30 AM	
	Subject	Meeting with S2, Burr, GC, Todd	
	Location	Secretary's Conference Room	
	Attendees	Name <E-mail>	Attendance

SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
Deputy Scheduler <DeputyScheduler@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required

▲ **Time** 3:00 PM – 4:00 PM
Subject meeting with Secretary Chao
Location DOT

Attendees

Name <E-mail>	Attendance
Paul Johnson (b) (6)	Organizer
Basile, Gabrielle (OST) <gabrielle.basile@dot.gov>	Required
Edwards, Sara (OST) <sara.edwards@dot.gov>	Required
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required

▲ **Time** 6:00 PM – 6:30 PM
Subject Wrap Up
Location Secretary's Conference Room

Attendees

Name <E-mail>	Attendance
Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
Furman, Jon (OST) <jon.furman@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required
Genero, Laura (OST) <Laura.Genero@dot.gov>	Required

Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> Required
Sullivan, Adam (OST) <adam.sullivan@dot.gov> Required

Wednesday, May 9, 2018

▲ **Time** 8:30 AM – 9:00 AM
Subject Senior Staff Meeting
Location Secretary's Conference Room

Attendees

Name <E-mail>	Attendance
Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
Furman, Jon (OST) <jon.furman@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required
Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required

▲ **Time** 10:00 AM – 11:00 AM
Subject Prep Potus Cafe' Meeting
Location S2 Conference Room

Attendees

Name <E-mail>	Attendance
Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
King, Heidi (NHTSA) <heidi.king@dot.gov>	Required
Owens, James (OST) <James.Owens@dot.gov>	Required
Kopko, Matthew (OST) <matthew.kopko@dot.gov>	Required

Morrison, Jonathan (NHTSA) <Jonathan.Morrison@dot.gov>	Required
Tamm, James (NHTSA) <james.tamm@dot.gov>	Required
Fulton, Finch (OST) <Finch.Fulton@dot.gov>	Required
Smith, Loren (OST) <Loren.Smith@dot.gov>	Required
McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Optional
Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Optional
Burr, Geoff (OST) <geoff.burr@dot.gov>	Optional
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required

Thursday, May 10, 2018



Time	8:30 AM – 9:00 AM
Subject	Senior Staff Meeting
Location	Secretary's Conference Room
Attendees	
Name <E-mail>	Attendance
Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
Furman, Jon (OST) <jon.furman@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required
Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required

	Time 9:00 AM – 9:30 AM	
	Subject Weekly (Non-Career) Staff Meeting	
	Location ConfRm-HQ-Lincoln Room (OST)	
	Recurrence Occurs every Thursday effective 5/3/2018 until 5/31/2018 from 9:00 AM to 9:30 AM	
	Attendees	Name <E-mail>
		Attendance
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Organizer
	Martinez, Raymond P. (FMCSA) <Raymond.Martinez@dot.gov>	Required
	Koehlke, Alex <Alex.Koehlke@dot.gov>	Required
	Riccardo, George (OST) <george.riccardo@dot.gov>	Required
	Smeda, Elisabeth <AWA> <elisabeth.smeda@faa.gov>	Required
	Plans, Barry (OST) <barry.plans@dot.gov>	Required
	Etchen, Alex (OST) <alex.etchen@dot.gov>	Required
	Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>	Required
	Post, Andy (OST) <Andy.Post@dot.gov>	Required
	Dombrowski, Eileen (OST) <Eileen.Dombrowski@dot.gov>	Required
	King, Heidi (NHTSA) <heidi.king@dot.gov>	Required
	Graham, Douglas (OST) <douglas.graham@dot.gov>	Required
	Kania, Adriana (OST) <adriana.kania@dot.gov>	Required
	Curto, Michael (OST) <Michael.Curto@dot.gov>	Required
	Elliott, Skip (PHMSA) <howard.elliott@dot.gov>	Required
	Hess, Chris (FRA) <christopher.hess@dot.gov>	Required
	Wilkinson, James (OST) <james.wilkinson@dot.gov>	Required
	Owens, James (OST) <James.Owens@dot.gov>	Required
	Kramer, John (OST) <John.Kramer@dot.gov>	Required

Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov>	Required
Bradford, Stephen (OST) <stephen.bradford@dot.gov>	Required
Reynard, Mike (FHWA) <mike.reynard@dot.gov>	Required
Smith, Loren (OST) <Loren.Smith@dot.gov>	Required
Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>	Required
Parker, Mala (FHWA) <mala.parker@dot.gov>	Required
Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
Kuo, Monica (OST) <monica.kuo@dot.gov>	Required
Worthy, Sharon (OST) <sharon.worthy@dot.gov>	Required
Cipriano, Peter (FRA) <peter.cipriano@dot.gov>	Required
Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>	Required
Furman, Jon (OST) <jon.furman@dot.gov>	Required
Poole, Sean (FMCSA) <sean.poole@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required
Ray, James (OST) <Jim.Ray@dot.gov>	Required
Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>	Required
Henry, Tina (OST) <tina.henry@dot.gov>	Required
Sylvester, Marco (OST) <marco.sylvester@dot.gov>	Required
Smith, Geoff (OST) <geoff.smith@dot.gov>	Required
Hendrickson, Brandye (FHWA) <Brandye.Hendrickson@dot.gov>	Required
Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>	Required
Wolf, Ariel (OST) <ariel.wolf@dot.gov>	Required
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required

Barnard, Brian (NHTSA) <brian.barnard@dot.gov>	Required
Kloster, Andrew (OST) <andrew.kloster@dot.gov>	Required
Bedell, Anthony (OST) <anthony.bedell@dot.gov>	Required
Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>	Required
Kochman, Benjamin (OST) <benjamin.kochman@dot.gov>	Required
Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
Fraser, Bobby (PHMSA) <bobby.fraser@dot.gov>	Required
Deck, Wiley (FMCSA) <wiley.deck@dot.gov>	Required
Newman, Philip (FTA) <philip.newman@dot.gov>	Required
Edwards, Sara (OST) <sara.edwards@dot.gov>	Required
Cote, Gregory (OST) <gregory.cote@dot.gov>	Required
Mullen, Jim (FMCSA) <jim.mullen@dot.gov>	Required
Tucker, Deva (OST) <Deva.Tucker@dot.gov>	Required
Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>	Required
Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>	Required
Williams, Jane (FTA) <k.jane.williams@dot.gov>	Required
Morgan, Owen (OST) <owen.morgan@dot.gov>	Required
James, Charles (OST) <charles.james@dot.gov>	Required
Martin, Gregory (OST) <gregory.martin@dot.gov>	Required
Simon, Doug (OST) <doug.simon@dot.gov>	Required
Minock, Nick (OST) <nickolaus.minock@dot.gov>	Required
Cheap, Casey (OST) <casey.cheap@dot.gov>	Required

Roberti, Paul (PHMSA) <paul.roberti@dot.gov>	Required
Batory, Ronald (FRA) <ronald.batory@dot.gov>	Required
Deputy Scheduler <DeputyScheduler@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required
McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
Hanson, Alan (OST) <Alan.Hanson@dot.gov>	Required
ConfRm-HQ-Lincoln Room (OST) <Lincoln.Room@dot.gov>	Resource
Flowers, Darien <Darien.Flowers@dot.gov>	Required
Sturges, Matt (FRA) <Matt.Sturges@dot.gov>	Required
Fulton, Finch (OST) <Finch.Fulton@dot.gov>	Required
Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>	Required
Garg, Arjun (FTA) <arjun.garg@dot.gov>	Required
Mitton, Chris (OST) <chris.mitton@dot.gov>	Required
Morrison, Jonathan (NHTSA) <Jonathan.Morrison@dot.gov>	Required
Morris, Willis (OST) <willis.morris@dot.gov>	Required
Trippe, Charles <AWA> <charles.trippe@faa.gov>	Required
Amereihn, Tina <AWA> <tina.amereihn@faa.gov>	Required
Wang, Tim (OST) <tim.wang@dot.gov>	Required
Gautreaux, Cathy F. (FMCSA) <cathy.gautreaux@dot.gov>	Required
Chinn, Monica (OST) <monica.chinn@dot.gov>	Required
Baker, Shana (FHWA) <Shana.Baker@dot.gov>	Required

Morabito, Cameron (OST) <cameron.morabito@dot.gov>	Required
Short, David (OST) <david.short@dot.gov>	Required
Buzby, Mark (MARAD) <mark.buzby@dot.gov>	Required
McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
Pearce, Drue (PHMSA) <drue.pearce@dot.gov>	Required
Bonini, Kyle (FMCSA) <kyle.bonini@dot.gov>	Required
Barbknecht, McKenzie (OST) <mckenzie.barbknecht@dot.gov>	Required
Shaffer, Kirk <kirk.shaffer@faa.gov>	Required

Friday, May 11, 2018



Time	8:30 AM – 9:00 AM	
Subject	Senior Staff Meeting	
Location	Secretary's Conference Room	
Attendees	Name <E-mail>	Attendance
	Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
	Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
	Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
	Furman, Jon (OST) <jon.furman@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Kan, Derek (OST) <derek.kan@dot.gov>	Required
	Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
	Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
	Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required

▲ **Time** 10:00 AM – 10:30 AM
Subject Meet & Greet
Location Geoff's office W90-314
Attendees

Name <E-mail>	Attendance
Burr, Geoff (OST) <geoff.burr@dot.gov>	Organizer
Cheap, Casey (OST) <casey.cheap@dot.gov>	Required

Monday, May 14, 2018

▲ **Time** 8:30 AM – 9:00 AM
Subject Senior Staff Meeting
Location Secretary's Conference Room
Attendees

Name <E-mail>	Attendance
Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
Furman, Jon (OST) <jon.furman@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required
Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required

▲ **Time** 11:30 AM – 12:00 PM
Subject Interview with (b) (6)
Location CoS Office
Attendees

Name <E-mail>	Attendance
Simon, Doug (OST) <doug.simon@dot.gov>	Organizer
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required

Inman, Todd (OST) <todd.inman@dot.gov>

Required

▲ **Time** 2:00 PM – 2:30 PM
Subject Paul Johnson

▲ **Time** 3:45 PM – 4:00 PM
Subject Meeting w/S2 & Cathy Gautreaux
Location S2's Office

Attendees	Name <E-mail>	Attendance
	Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	Gautreaux, Cathy F. (FMCSA) <cathy.gautreaux@dot.gov>	Required

Tuesday, May 15, 2018

▲ **Time** 8:30 AM – 9:00 AM
Subject Senior Staff Meeting
Location Secretary's Conference Room

Attendees	Name <E-mail>	Attendance
	Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
	Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
	Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
	Furman, Jon (OST) <jon.furman@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Kan, Derek (OST) <derek.kan@dot.gov>	Required
	Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
	Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
	Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required

▲ **Time** 10:00 AM – 10:10 AM
Subject Meeting with Burr, Derek, Marianne
Location Secretary's Office
Attendees

Name <E-mail>	Attendance
SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required
McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required

▲ **Time** 2:30 PM – 3:00 PM
Subject Touch Base
Location Geoff's office
Attendees

Name <E-mail>	Attendance
Burr, Geoff (OST) <geoff.burr@dot.gov>	Organizer
Kan, Derek (OST) <derek.kan@dot.gov>	Required
McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
Paul Johnson (b) (6)	Required

▲ **Time** 3:00 PM – 4:00 PM
Subject SF 278
Categories Red Category

Wednesday, May 16, 2018

▲ **Time** 8:30 AM – 9:00 AM
Subject Senior Staff Meeting
Location Secretary's Conference Room
Attendees

Name <E-mail>	Attendance
Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required

McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
Furman, Jon (OST) <jon.furman@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required
Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
Ray, James (OST) <Jim.Ray@dot.gov>	Required

▲ **Time** 10:30 AM – 11:00 AM
Subject Meeting w/S2 & Cathy Gautreaux
Location S2's Office
Attendees

Name <E-mail>	Attendance
Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
Kopko, Matthew (OST) <matthew.kopko@dot.gov>	Required
Gautreaux, Cathy F. (FMCSA) <cathy.gautreaux@dot.gov>	Required

▲ **Time** 2:30 PM – 3:00 PM
Subject (b) (6) - Interview FHWA
Location S2's Office
Attendees

Name <E-mail>	Attendance
Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
Kopko, Matthew (OST) <matthew.kopko@dot.gov>	Required
Simon, Doug (OST) <doug.simon@dot.gov>	Required

▲ **Time** 5:00 PM – 5:30 PM
Subject Financial Situation Update

Location S2's Conference Room
Now that the FY 2018 Omnibus is enacted there are updates that might be helpful to you in your planning for the remaining four and a half months of the fiscal year.

Attendees	Name <E-mail>	Attendance
	Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
	Hurdle, Lana (OST) <Lana.Hurdle@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	Kramer, John (OST) <John.Kramer@dot.gov>	Required

Thursday, May 17, 2018



Time 8:30 AM – 9:00 AM

Subject Senior Staff Meeting

Location Secretary's Conference Room

Attendees	Name <E-mail>	Attendance
	Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
	Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
	Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
	Furman, Jon (OST) <jon.furman@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Kan, Derek (OST) <derek.kan@dot.gov>	Required
	Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
	Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
	Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
	Ray, James (OST) <Jim.Ray@dot.gov>	Required



Time 9:00 AM – 9:30 AM
Subject Weekly (Non-Career) Staff Meeting
Location ConfRm-HQ-Lincoln Room (OST)
Recurrence Occurs every Thursday effective 5/3/2018 until 5/31/2018 from 9:00 AM to 9:30 AM

Attendees

Name <E-mail>	Attendance
Burr, Geoff (OST) <geoff.burr@dot.gov>	Organizer
Martinez, Raymond P. (FMCSA) <Raymond.Martinez@dot.gov>	Required
Koehlke, Alex <Alex.Koehlke@dot.gov>	Required
Riccardo, George (OST) <george.riccardo@dot.gov>	Required
Smeda, Elisabeth <AWA> <elisabeth.smeda@faa.gov>	Required
Plans, Barry (OST) <barry.plans@dot.gov>	Required
Etchen, Alex (OST) <alex.etchen@dot.gov>	Required
Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>	Required
Post, Andy (OST) <Andy.Post@dot.gov>	Required
Dombrowski, Eileen (OST) <Eileen.Dombrowski@dot.gov>	Required
King, Heidi (NHTSA) <heidi.king@dot.gov>	Required
Graham, Douglas (OST) <douglas.graham@dot.gov>	Required
Kania, Adriana (OST) <adriana.kania@dot.gov>	Required
Curto, Michael (OST) <Michael.Curto@dot.gov>	Required
Elliott, Skip (PHMSA) <howard.elliott@dot.gov>	Required
Hess, Chris (FRA) <christopher.hess@dot.gov>	Required
Wilkinson, James (OST) <james.wilkinson@dot.gov>	Required
Owens, James (OST) <James.Owens@dot.gov>	Required
Kramer, John (OST) <John.Kramer@dot.gov>	Required

Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov>	Required
Bradford, Stephen (OST) <stephen.bradford@dot.gov>	Required
Reynard, Mike (FHWA) <mike.reynard@dot.gov>	Required
Smith, Loren (OST) <Loren.Smith@dot.gov>	Required
Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>	Required
Parker, Mala (FHWA) <mala.parker@dot.gov>	Required
Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
Kuo, Monica (OST) <monica.kuo@dot.gov>	Required
Worthy, Sharon (OST) <sharon.worthy@dot.gov>	Required
Cipriano, Peter (FRA) <peter.cipriano@dot.gov>	Required
Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>	Required
Furman, Jon (OST) <jon.furman@dot.gov>	Required
Poole, Sean (FMCSA) <sean.poole@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required
Ray, James (OST) <Jim.Ray@dot.gov>	Required
Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>	Required
Henry, Tina (OST) <tina.henry@dot.gov>	Required
Sylvester, Marco (OST) <marco.sylvester@dot.gov>	Required
Smith, Geoff (OST) <geoff.smith@dot.gov>	Required
Hendrickson, Brandye (FHWA) <Brandye.Hendrickson@dot.gov>	Required
Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>	Required
Wolf, Ariel (OST) <ariel.wolf@dot.gov>	Required
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required

Barnard, Brian (NHTSA) <brian.barnard@dot.gov>	Required
Kloster, Andrew (OST) <andrew.kloster@dot.gov>	Required
Bedell, Anthony (OST) <anthony.bedell@dot.gov>	Required
Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>	Required
Kochman, Benjamin (OST) <benjamin.kochman@dot.gov>	Required
Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
Fraser, Bobby (PHMSA) <bobby.fraser@dot.gov>	Required
Deck, Wiley (FMCSA) <wiley.deck@dot.gov>	Required
Newman, Philip (FTA) <philip.newman@dot.gov>	Required
Edwards, Sara (OST) <sara.edwards@dot.gov>	Required
Cote, Gregory (OST) <gregory.cote@dot.gov>	Required
Mullen, Jim (FMCSA) <jim.mullen@dot.gov>	Required
Tucker, Deva (OST) <Deva.Tucker@dot.gov>	Required
Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>	Required
Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>	Required
Williams, Jane (FTA) <k.jane.williams@dot.gov>	Required
Morgan, Owen (OST) <owen.morgan@dot.gov>	Required
James, Charles (OST) <charles.james@dot.gov>	Required
Martin, Gregory (OST) <gregory.martin@dot.gov>	Required
Simon, Doug (OST) <doug.simon@dot.gov>	Required
Minock, Nick (OST) <nickolaus.minock@dot.gov>	Required
Cheap, Casey (OST) <casey.cheap@dot.gov>	Required

Roberti, Paul (PHMSA) <paul.roberti@dot.gov>	Required
Batory, Ronald (FRA) <ronald.batory@dot.gov>	Required
Deputy Scheduler <DeputyScheduler@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required
McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
Hanson, Alan (OST) <Alan.Hanson@dot.gov>	Required
ConfRm-HQ-Lincoln Room (OST) <Lincoln.Room@dot.gov>	Resource
Flowers, Darien <Darien.Flowers@dot.gov>	Required
Sturges, Matt (FRA) <Matt.Sturges@dot.gov>	Required
Fulton, Finch (OST) <Finch.Fulton@dot.gov>	Required
Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>	Required
Garg, Arjun (FTA) <arjun.garg@dot.gov>	Required
Mitton, Chris (OST) <chris.mitton@dot.gov>	Required
Morrison, Jonathan (NHTSA) <Jonathan.Morrison@dot.gov>	Required
Morris, Willis (OST) <willis.morris@dot.gov>	Required
Trippe, Charles <AWA> <charles.trippe@faa.gov>	Required
Amereihn, Tina <AWA> <tina.amereihn@faa.gov>	Required
Wang, Tim (OST) <tim.wang@dot.gov>	Required
Gautreaux, Cathy F. (FMCSA) <cathy.gautreaux@dot.gov>	Required
Chinn, Monica (OST) <monica.chinn@dot.gov>	Required
Baker, Shana (FHWA) <Shana.Baker@dot.gov>	Required

Morabito, Cameron (OST) <cameron.morabito@dot.gov>	Required
Short, David (OST) <david.short@dot.gov>	Required
Buzby, Mark (MARAD) <mark.buzby@dot.gov>	Required
McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
Pearce, Drue (PHMSA) <drue.pearce@dot.gov>	Required
Bonini, Kyle (FMCSA) <kyle.bonini@dot.gov>	Required
Barbknecht, McKenzie (OST) <mckenzie.barbknecht@dot.gov>	Required
Shaffer, Kirk <kirk.shaffer@faa.gov>	Required

▲ **Time** 11:00 AM – 11:45 AM
Subject NY/NJ Meeting
Location S2's Conference Room

Attendees	Name <E-mail>	Attendance
	Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
	Kopko, Matthew (OST) <matthew.kopko@dot.gov>	Required
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	Kan, Derek (OST) <derek.kan@dot.gov>	Required
	Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
	Ray, James (OST) <Jim.Ray@dot.gov>	Required
	McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
	Kramer, John (OST) <John.Kramer@dot.gov>	Required
	Newman, Philip (OST) <philip.newman@dot.gov>	Required
	Williams, Jane (FTA) <k.jane.williams@dot.gov>	Required
	Batory, Ronald (FRA) <ronald.batory@dot.gov>	Required

Bradley, Perrin (FRA) <perrin.bradley@dot.gov> Optional

Sturges, Matt (FRA) <Matt.Sturges@dot.gov> Optional

Hess, Chris (FRA) <christopher.hess@dot.gov> Optional

▲ **Time** 5:00 PM – 5:30 PM

Subject Prep for CNBC Interview

Location Secretary's Conference Room

Attendees

Name <E-mail>	Attendance
SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
Deputy Scheduler <DeputyScheduler@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required
Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
Ray, James (OST) <Jim.Ray@dot.gov>	Required

Friday, May 18, 2018

▲ **Time** All Day

Subject (b) (6)

▲ **Time** 8:30 AM – 9:00 AM

Subject Senior Staff Meeting

Location Secretary's Conference Room

Attendees

Name <E-mail>	Attendance
Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required

Inman, Todd (OST) <todd.inman@dot.gov> Required

Kan, Derek (OST) <derek.kan@dot.gov> Required

Genero, Laura (OST) <Laura.Genero@dot.gov> Required

Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> Required

Sullivan, Adam (OST) <adam.sullivan@dot.gov> Required

▲ **Time** 12:00 PM – 12:30 PM

Subject Meeting with Burr, Derek, and Marianne

Location Secretary's Office

Attendees

Name <E-mail>	Attendance
SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required
McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required

Saturday, May 19, 2018

▲ **Time** 4:15 PM – 4:45 PM

Subject Fwd: Conference Call

Location See dial-in number below
See item below. I think this is what you were asking about.

Sent from my iPhone

Begin forwarded message:

From: "Bradbury, Steven (OST)" <Steven.Bradbury@dot.gov
<mailto:Steven.Bradbury@dot.gov> >

To: "Elaine L. Chao" (b) (6) @dot.gov
<mailto:(b) (6) @dot.gov> >

Cc: "Burr, Geoff (OST)" <geoff.burr@dot.gov
<mailto:geoff.burr@dot.gov> >, "Furman, Jon (OST)"
<jon.furman@dot.gov <mailto:jon.furman@dot.gov> >

Subject: Fwd: Conference Call

FYI, in case you'd like to participate, listen-in, or just be aware that it is happening, we are having a CAFE call among DOT team at 4:15 pm today. (Dial-in info below.)

Sent from my iPhone

Begin forwarded message:

From: "Bradbury, Steven (OST)" <Steven.Bradbury@dot.gov
<mailto:Steven.Bradbury@dot.gov>
<mailto:Steven.Bradbury@dot.gov>>
To: "Rosen, Jeff (OST)" <jeff.rosen@dot.gov
<mailto:jeff.rosen@dot.gov> <mailto:jeff.rosen@dot.gov>>, "Burr,
Geoff (OST)" <geoff.burr@dot.gov <mailto:geoff.burr@dot.gov>
<mailto:geoff.burr@dot.gov>>, "Sullivan, Adam (OST)"
<adam.sullivan@dot.gov <mailto:adam.sullivan@dot.gov>
<mailto:adam.sullivan@dot.gov>>, "McMaster, Sean (OST)"
<sean.mcmaster@dot.gov <mailto:sean.mcmaster@dot.gov>
<mailto:sean.mcmaster@dot.gov>>, "Owens, James (OST)"
<James.Owens@dot.gov <mailto:James.Owens@dot.gov>
<mailto:James.Owens@dot.gov>>, "Morrison, Jonathan (NHTSA)"
<Jonathan.Morrison@dot.gov <mailto:Jonathan.Morrison@dot.gov>
<mailto:Jonathan.Morrison@dot.gov>>, "King, Heidi (NHTSA)"
<heidi.king@dot.gov <mailto:heidi.king@dot.gov>
<mailto:heidi.king@dot.gov>>, "McInerney, Marianne (OST)"
<marianne.mcinerney@dot.gov
<mailto:marianne.mcinerney@dot.gov>
<mailto:marianne.mcinerney@dot.gov>>, "Kan, Derek (OST)"
<derek.kan@dot.gov <mailto:derek.kan@dot.gov>
<mailto:derek.kan@dot.gov>>
Subject: Conference Call

Dial-in: (b) (6)

Access Code: (b) (6)

Attendees	Name <E-mail>	Attendance
	Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Organizer
	Rosen, Jeff (OST) <jeff.rosen@dot.gov>	Required
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
	McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
	Owens, James (OST) <James.Owens@dot.gov>	Required
	Morrison, Jonathan (NHTSA) <Jonathan.Morrison@dot.gov>	Required

King, Heidi (NHTSA) <heidi.king@dot.gov>	Required
McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required
Furman, Jon (OST) <jon.furman@dot.gov>	Optional
Elaine L. Chao (b) (6) @dot.gov	Optional
Basile, Gabrielle (OST) <gabrielle.basile@dot.gov>	Optional

▲ **Time** 4:15 PM – 5:15 PM
Subject Cafe Conference Call

Monday, May 21, 2018

▲ **Time** 8:30 AM – 9:00 AM
Subject Senior Staff Meeting
Location Secretary's Conference Room

Attendees	Name <E-mail>	Attendance
	Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
	Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
	Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
	Furman, Jon (OST) <jon.furman@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Kan, Derek (OST) <derek.kan@dot.gov>	Required
	Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
	Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
	Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
	Ray, James (OST) <Jim.Ray@dot.gov>	Required

Tuesday, May 22, 2018

▲ **Time** 8:30 AM – 9:00 AM
Subject Senior Staff Meeting
Location Secretary's Conference Room

Attendees	Name <E-mail>	Attendance
	Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
	Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
	Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
	Furman, Jon (OST) <jon.furman@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Kan, Derek (OST) <derek.kan@dot.gov>	Required
	Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
	Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
	Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
	Ray, James (OST) <Jim.Ray@dot.gov>	Required

▲ **Time** 2:00 PM – 2:30 PM
Subject Dallas Airport LOI
Location 4Pm Conference line
Please invite others or assign to staff as needed

The dial in number is:

(b) (6)

Participant Number - (b) (6)

Attendees	Name <E-mail>	Attendance
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McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Organizer
Martin, Gregory <AWA> <gregory.martin@faa.gov>	Required
Post, Andy (OST) <Andy.Post@dot.gov>	Required
Shiffer, Jeannie <AWA> <jeannie.shiffer@faa.gov>	Required
Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required
Amereihn, Tina <AWA> <tina.amereihn@faa.gov>	Required
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
Bibbs-Daniels, Rita (OST) <Rita.Bibbs-Daniels@dot.gov>	Required
Clarke, Michael (OST) <michael.clarke@dot.gov>	Optional

Wednesday, May 23, 2018



Time 8:30 AM – 9:00 AM

Subject Senior Staff Meeting

Location Secretary's Conference Room

Attendees	Name <E-mail>	Attendance
	Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
	Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
	Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
	Furman, Jon (OST) <jon.furman@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Kan, Derek (OST) <derek.kan@dot.gov>	Required

Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
Ray, James (OST) <Jim.Ray@dot.gov>	Required

▲ **Time** 4:00 PM – 4:45 PM
Subject Secretarial Awards Discussion
Location S2 Conference Room
Keith, please bring 9 copies of the Red Folder documents.

Attendees	Name <E-mail>	Attendance
	Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
	Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	Kan, Derek (OST) <derek.kan@dot.gov>	Required
	Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
	McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
	Ray, James (OST) <Jim.Ray@dot.gov>	Required

▲ **Time** 6:00 PM – 6:30 PM
Subject Wrap Up
Location Secretary's Conference Room

Attendees	Name <E-mail>	Attendance
	Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
	Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required

Furman, Jon (OST) <jon.furman@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required
Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required

Thursday, May 24, 2018

▲ **Time** 8:30 AM – 9:00 AM
Subject Senior Staff Meeting
Location Secretary's Conference Room

Attendees	Name <E-mail>	Attendance
	Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
	Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
	Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
	Furman, Jon (OST) <jon.furman@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Kan, Derek (OST) <derek.kan@dot.gov>	Required
	Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
	Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
	Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
	Ray, James (OST) <Jim.Ray@dot.gov>	Required

▲ **Time** 9:00 AM – 9:30 AM
Subject Weekly (Non-Career) Staff Meeting
Location ConfRm-HQ-Lincoln Room (OST)

Recurrence Occurs every Thursday effective 5/3/2018 until 5/31/2018 from 9:00 AM to 9:30 AM

Attendees	Name <E-mail>	Attendance
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Organizer
	Martinez, Raymond P. (FMCSA) <Raymond.Martinez@dot.gov>	Required
	Koehlke, Alex <Alex.Koehlke@dot.gov>	Required
	Riccardo, George (OST) <george.riccardo@dot.gov>	Required
	Smeda, Elisabeth <AWA> <elisabeth.smeda@faa.gov>	Required
	Plans, Barry (OST) <barry.plans@dot.gov>	Required
	Etchen, Alex (OST) <alex.etchen@dot.gov>	Required
	Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>	Required
	Post, Andy (OST) <Andy.Post@dot.gov>	Required
	Dombrowski, Eileen (OST) <Eileen.Dombrowski@dot.gov>	Required
	King, Heidi (NHTSA) <heidi.king@dot.gov>	Required
	Graham, Douglas (OST) <douglas.graham@dot.gov>	Required
	Kania, Adriana (OST) <adriana.kania@dot.gov>	Required
	Curto, Michael (OST) <Michael.Curto@dot.gov>	Required
	Elliott, Skip (PHMSA) <howard.elliott@dot.gov>	Required
	Hess, Chris (FRA) <christopher.hess@dot.gov>	Required
	Wilkinson, James (OST) <james.wilkinson@dot.gov>	Required
	Owens, James (OST) <James.Owens@dot.gov>	Required
	Kramer, John (OST) <John.Kramer@dot.gov>	Required
	Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov>	Required
	Bradford, Stephen (OST) <stephen.bradford@dot.gov>	Required

Reynard, Mike (FHWA) <mike.reynard@dot.gov>	Required
Smith, Loren (OST) <Loren.Smith@dot.gov>	Required
Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>	Required
Parker, Mala (FHWA) <mala.parker@dot.gov>	Required
Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
Kuo, Monica (OST) <monica.kuo@dot.gov>	Required
Worthy, Sharon (OST) <sharon.worthy@dot.gov>	Required
Cipriano, Peter (FRA) <peter.cipriano@dot.gov>	Required
Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>	Required
Furman, Jon (OST) <jon.furman@dot.gov>	Required
Poole, Sean (FMCSA) <sean.poole@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required
Ray, James (OST) <Jim.Ray@dot.gov>	Required
Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>	Required
Henry, Tina (OST) <tina.henry@dot.gov>	Required
Sylvester, Marco (OST) <marco.sylvester@dot.gov>	Required
Smith, Geoff (OST) <geoff.smith@dot.gov>	Required
Hendrickson, Brandye (FHWA) <Brandye.Hendrickson@dot.gov>	Required
Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>	Required
Wolf, Ariel (OST) <ariel.wolf@dot.gov>	Required
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
Barnard, Brian (NHTSA) <brian.barnard@dot.gov>	Required
Kloster, Andrew (OST) <andrew.kloster@dot.gov>	Required

Bedell, Anthony (OST) <anthony.bedell@dot.gov>	Required
Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>	Required
Kochman, Benjamin (OST) <benjamin.kochman@dot.gov>	Required
Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
Fraser, Bobby (PHMSA) <bobby.fraser@dot.gov>	Required
Deck, Wiley (FMCSA) <wiley.deck@dot.gov>	Required
Newman, Philip (FTA) <philip.newman@dot.gov>	Required
Edwards, Sara (OST) <sara.edwards@dot.gov>	Required
Cote, Gregory (OST) <gregory.cote@dot.gov>	Required
Mullen, Jim (FMCSA) <jim.mullen@dot.gov>	Required
Tucker, Deva (OST) <Deva.Tucker@dot.gov>	Required
Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>	Required
Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>	Required
Williams, Jane (FTA) <k.jane.williams@dot.gov>	Required
Morgan, Owen (OST) <owen.morgan@dot.gov>	Required
James, Charles (OST) <charles.james@dot.gov>	Required
Martin, Gregory (OST) <gregory.martin@dot.gov>	Required
Simon, Doug (OST) <doug.simon@dot.gov>	Required
Minock, Nick (OST) <nickolaus.minock@dot.gov>	Required
Cheap, Casey (OST) <casey.cheap@dot.gov>	Required
Roberti, Paul (PHMSA) <paul.roberti@dot.gov>	Required
Batory, Ronald (FRA) <ronald.batory@dot.gov>	Required

Deputy Scheduler <DeputyScheduler@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required
McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
Hanson, Alan (OST) <Alan.Hanson@dot.gov>	Required
ConfRm-HQ-Lincoln Room (OST) <Lincoln.Room@dot.gov>	Resource
Flowers, Darien <Darien.Flowers@dot.gov>	Required
Sturges, Matt (FRA) <Matt.Sturges@dot.gov>	Required
Fulton, Finch (OST) <Finch.Fulton@dot.gov>	Required
Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>	Required
Garg, Arjun (FTA) <arjun.garg@dot.gov>	Required
Mitton, Chris (OST) <chris.mitton@dot.gov>	Required
Morrison, Jonathan (NHTSA) <Jonathan.Morrison@dot.gov>	Required
Morris, Willis (OST) <willis.morris@dot.gov>	Required
Trippe, Charles <AWA> <charles.trippe@faa.gov>	Required
Amereihn, Tina <AWA> <tina.amereihn@faa.gov>	Required
Wang, Tim (OST) <tim.wang@dot.gov>	Required
Gautreaux, Cathy F. (FMCSA) <cathy.gautreaux@dot.gov>	Required
Chinn, Monica (OST) <monica.chinn@dot.gov>	Required
Baker, Shana (FHWA) <Shana.Baker@dot.gov>	Required
Morabito, Cameron (OST) <cameron.morabito@dot.gov>	Required
Short, David (OST) <david.short@dot.gov>	Required

Buzby, Mark (MARAD) <mark.buzby@dot.gov> Required

McMaster, Sean (OST) <sean.mcmaster@dot.gov> Required

Pearce, Drue (PHMSA) <drue.pearce@dot.gov> Required

Bonini, Kyle (FMCSA) <kyle.bonini@dot.gov> Required

Barbknecht, McKenzie (OST) <mckenzie.barbknecht@dot.gov> Required

Shaffer, Kirk <kirk.shaffer@faa.gov> Required

▲ **Time** 10:00 AM – 10:30 AM

Subject Paul Johnson

Location Geoff's office

Attendees

Name <E-mail>	Attendance
Burr, Geoff (OST) <geoff.burr@dot.gov>	Organizer
Paul Johnson (b) (6)	Required
Cindy Yaworske (b) (6)	Optional

▲ **Time** 2:30 PM – 3:00 PM

Subject Catch Up w/S2/Geoff/Todd

Location S2's Office

Attendees

Name <E-mail>	Attendance
Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required

▲ **Time** 4:00 PM – 4:30 PM

Subject Kathy Ray

Location Geoff's office

Attendees

Name <E-mail>	Attendance
Burr, Geoff (OST) <geoff.burr@dot.gov>	Organizer
Ray, Kathy (OST) <Kathy.Ray@dot.gov>	Required

▲ **Time** 6:00 PM – 6:30 PM

Subject	Wrap Up	
Location	Secretary's Conference Room	
Attendees	Name <E-mail>	Attendance
	Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
	Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
	Furman, Jon (OST) <jon.furman@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Kan, Derek (OST) <derek.kan@dot.gov>	Required
	Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
	Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
	Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required

Friday, May 25, 2018

Time	8:30 AM – 9:00 AM	
Subject	Senior Staff Meeting	
Location	Secretary's Conference Room	
Attendees	Name <E-mail>	Attendance
	Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
	Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
	Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
	Furman, Jon (OST) <jon.furman@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Kan, Derek (OST) <derek.kan@dot.gov>	Required

Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
Ray, James (OST) <Jim.Ray@dot.gov>	Required

▲ **Time** 9:00 AM – 9:30 AM
Subject Meeting w/Doug Graham
Location Geoff's Office

Attendees	Name <E-mail>	Attendance
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Organizer
	Graham, Douglas (OST) <douglas.graham@dot.gov>	Required

▲ **Time** 10:00 AM – 12:00 PM
Subject Red Folders/Desk Time
Categories Blue Category

Tuesday, May 29, 2018

▲ **Time** 8:30 AM – 9:00 AM
Subject Senior Staff Meeting
Location Secretary's Conference Room

Attendees	Name <E-mail>	Attendance
	Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
	Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
	Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
	Furman, Jon (OST) <jon.furman@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Kan, Derek (OST) <derek.kan@dot.gov>	Required
	Genero, Laura (OST) <Laura.Genero@dot.gov>	Required

Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> Required

Sullivan, Adam (OST) <adam.sullivan@dot.gov> Required

Ray, James (OST) <Jim.Ray@dot.gov> Required

▲ **Time** 9:30 AM – 10:00 AM

Subject Weekly Modal Administrator's Meeting

Location Lincoln Conference Room

Attendees

Name <E-mail>	Attendance
Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
Scovel, Calvin L <OIG> <calvin.scovel@oig.dot.gov>	Required
Elliott, Skip (PHMSA) <howard.elliott@dot.gov>	Required
Behm, Mitchell <OIG> <mitchell.behm@oig.dot.gov>	Required
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
Batory, Ronald (FRA) <ronald.batory@dot.gov>	Required
Kramer, John (OST) <John.Kramer@dot.gov>	Required
Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>	Required
Basile, Gabrielle (OST) <gabrielle.basile@dot.gov>	Required
Edwards, Sara (OST) <sara.edwards@dot.gov>	Required
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
Buzby, Mark (MARAD) <mark.buzby@dot.gov>	Required
Hendrickson, Brandye (FHWA) <Brandye.Hendrickson@dot.gov>	Required
Hildebrand, Vicki (OST) <victoria.hildebrand@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required
James, Charles (OST) <charles.james@dot.gov>	Required
King, Heidi (NHTSA) <heidi.king@dot.gov>	Required

Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
Morgan, Owen (OST) <owen.morgan@dot.gov>	Required
Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>	Required
Morris, Willis (OST) <willis.morris@dot.gov>	Required
Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
Owens, James (OST) <James.Owens@dot.gov>	Required
Pearce, Drue (PHMSA) <drue.pearce@dot.gov>	Required
Ray, James (OST) <Jim.Ray@dot.gov>	Required
Williams, Jane (FTA) <k.jane.williams@dot.gov>	Required
Baldwin, Kristen (OST) <kristen.baldwin@dot.gov>	Required
Callender, Duane (FHWA) <Duane.Callender@dot.gov>	Required
Danielson, Jack (NHTSA) <jack.danielson@dot.gov>	Required
Farley, Audrey (OST) <Audrey.Farley@dot.gov>	Required
Hurdle, Lana (OST) <Lana.Hurdle@dot.gov>	Required
Jefferson, Daphne (OST) <daphne.jefferson@dot.gov>	Required
Kaleta, Judy (OST) <Judy.Kaleta@dot.gov>	Required
Lefevre, Maria (OST) <maria.lefevre@dot.gov>	Required
McMillan, Howard (PHMSA) <howard.mcmillan@dot.gov>	Required
Nissenbaum, Paul (FRA) <paul.nissenbaum@dot.gov>	Required
Szabat, Joel (OST) <Joel.Szabat@dot.gov>	Required

Washington, Keith (OST) <Keith.Washington@dot.gov>	Required
Welbes, Matt (FTA) <Matt.Welbes@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required
Martinez, Raymond P. (FMCSA) <Raymond.Martinez@dot.gov>	Required
Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>	Required
Gautreaux, Cathy F. (FMCSA) <cathy.gautreaux@dot.gov>	Required
Fulton, Finch (OST) <Finch.Fulton@dot.gov>	Required
Garg, Arjun <arjun.garg@dot.gov>	Required

▲ **Time** 10:00 AM – 12:00 PM
Subject Desk Time/Red Folders

▲ **Time** 11:30 AM – 11:45 AM
Subject MCSAP Next Steps
Location S2's Office

Attendees	Name <E-mail>	Attendance
	Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
	Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>	Required
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
	Owens, James (OST) <James.Owens@dot.gov>	Required
	Martinez, Raymond P. (FMCSA) <Raymond.Martinez@dot.gov>	Required
	Gautreaux, Cathy F. (FMCSA) <cathy.gautreaux@dot.gov>	Required
	Ray, James (OST) <Jim.Ray@dot.gov>	Required

▲ **Time** 6:00 PM – 6:30 PM
Subject Wrap Up
Location Secretary's Conference Room

Attendees

Name <E-mail>	Attendance
Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
Furman, Jon (OST) <jon.furman@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required
Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required

Wednesday, May 30, 2018

▲ **Time** 8:30 AM – 9:00 AM
Subject Senior Staff Meeting
Location Secretary's Conference Room

Attendees

Name <E-mail>	Attendance
Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
Furman, Jon (OST) <jon.furman@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required

Kan, Derek (OST) <derek.kan@dot.gov>	Required
Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
Ray, James (OST) <Jim.Ray@dot.gov>	Required

▲ **Time** 10:00 AM – 10:30 AM
Subject Interview With (b) (6)
Location Geoff's Office

Attendees	Name <E-mail>	Attendance
	Simon, Doug (OST) <doug.simon@dot.gov>	Organizer
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required

▲ **Time** 6:00 PM – 6:30 PM
Subject Wrap Up
Location Secretary's Conference Room

Attendees	Name <E-mail>	Attendance
	Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
	Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
	Furman, Jon (OST) <jon.furman@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Kan, Derek (OST) <derek.kan@dot.gov>	Required
	Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
	Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
	Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required

Thursday, May 31, 2018

▲ **Time** 8:30 AM – 9:00 AM
Subject Senior Staff Meeting
Location Secretary's Conference Room

Attendees	Name <E-mail>	Attendance
	Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
	Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
	Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Kan, Derek (OST) <derek.kan@dot.gov>	Required
	Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
	Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
	Ray, James (OST) <Jim.Ray@dot.gov>	Required

▲ **Time** 9:00 AM – 9:30 AM
Subject Weekly (Non-Career) Staff Meeting
Location ConfRm-HQ-Lincoln Room (OST)
Recurrence Occurs every Thursday effective 5/3/2018 until 5/31/2018 from 9:00 AM to 9:30 AM

Attendees	Name <E-mail>	Attendance
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Organizer
	Martinez, Raymond P. (FMCSA) <Raymond.Martinez@dot.gov>	Required
	Koehlke, Alex <Alex.Koehlke@dot.gov>	Required
	Riccardo, George (OST) <george.riccardo@dot.gov>	Required
	Smeda, Elisabeth <AWA> <elisabeth.smeda@faa.gov>	Required
	Plans, Barry (OST) <barry.plans@dot.gov>	Required

Etchen, Alex (OST) <alex.etchen@dot.gov>	Required
Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>	Required
Post, Andy (OST) <Andy.Post@dot.gov>	Required
Dombrowski, Eileen (OST) <Eileen.Dombrowski@dot.gov>	Required
King, Heidi (NHTSA) <heidi.king@dot.gov>	Required
Graham, Douglas (OST) <douglas.graham@dot.gov>	Required
Kania, Adriana (OST) <adriana.kania@dot.gov>	Required
Curto, Michael (OST) <Michael.Curto@dot.gov>	Required
Elliott, Skip (PHMSA) <howard.elliott@dot.gov>	Required
Hess, Chris (FRA) <christopher.hess@dot.gov>	Required
Wilkinson, James (OST) <james.wilkinson@dot.gov>	Required
Owens, James (OST) <James.Owens@dot.gov>	Required
Kramer, John (OST) <John.Kramer@dot.gov>	Required
Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov>	Required
Bradford, Stephen (OST) <stephen.bradford@dot.gov>	Required
Reynard, Mike (FHWA) <mike.reynard@dot.gov>	Required
Smith, Loren (OST) <Loren.Smith@dot.gov>	Required
Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>	Required
Parker, Mala (FHWA) <mala.parker@dot.gov>	Required
Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
Kuo, Monica (OST) <monica.kuo@dot.gov>	Required
Worthy, Sharon (OST) <sharon.worthy@dot.gov>	Required
Cipriano, Peter (FRA) <peter.cipriano@dot.gov>	Required

Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>	Required
Furman, Jon (OST) <jon.furman@dot.gov>	Required
Poole, Sean (FMCSA) <sean.poole@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required
Ray, James (OST) <Jim.Ray@dot.gov>	Required
Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>	Required
Henry, Tina (OST) <tina.henry@dot.gov>	Required
Sylvester, Marco (OST) <marco.sylvester@dot.gov>	Required
Smith, Geoff (OST) <geoff.smith@dot.gov>	Required
Hendrickson, Brandye (FHWA) <Brandye.Hendrickson@dot.gov>	Required
Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>	Required
Wolf, Ariel (OST) <ariel.wolf@dot.gov>	Required
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
Barnard, Brian (NHTSA) <brian.barnard@dot.gov>	Required
Kloster, Andrew (OST) <andrew.kloster@dot.gov>	Required
Bedell, Anthony (OST) <anthony.bedell@dot.gov>	Required
Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>	Required
Kochman, Benjamin (OST) <benjamin.kochman@dot.gov>	Required
Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
Fraser, Bobby (PHMSA) <bobby.fraser@dot.gov>	Required
Deck, Wiley (FMCSA) <wiley.deck@dot.gov>	Required

Newman, Philip (FTA) <philip.newman@dot.gov>	Required
Edwards, Sara (OST) <sara.edwards@dot.gov>	Required
Cote, Gregory (OST) <gregory.cote@dot.gov>	Required
Mullen, Jim (FMCSA) <jim.mullen@dot.gov>	Required
Tucker, Deva (OST) <Deva.Tucker@dot.gov>	Required
Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>	Required
Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>	Required
Williams, Jane (FTA) <k.jane.williams@dot.gov>	Required
Morgan, Owen (OST) <owen.morgan@dot.gov>	Required
James, Charles (OST) <charles.james@dot.gov>	Required
Martin, Gregory (OST) <gregory.martin@dot.gov>	Required
Simon, Doug (OST) <doug.simon@dot.gov>	Required
Minock, Nick (OST) <nickolaus.minock@dot.gov>	Required
Cheap, Casey (OST) <casey.cheap@dot.gov>	Required
Roberti, Paul (PHMSA) <paul.roberti@dot.gov>	Required
Batory, Ronald (FRA) <ronald.batory@dot.gov>	Required
Deputy Scheduler <DeputyScheduler@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required
McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
Hanson, Alan (OST) <Alan.Hanson@dot.gov>	Required
ConfRm-HQ-Lincoln Room (OST) <Lincoln.Room@dot.gov>	Resource
Flowers, Darien <Darien.Flowers@dot.gov>	Required

Sturges, Matt (FRA) <Matt.Sturges@dot.gov>	Required
Fulton, Finch (OST) <Finch.Fulton@dot.gov>	Required
Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>	Required
Garg, Arjun (FTA) <arjun.garg@dot.gov>	Required
Mitton, Chris (OST) <chris.mitton@dot.gov>	Required
Morrison, Jonathan (NHTSA) <Jonathan.Morrison@dot.gov>	Required
Morris, Willis (OST) <willis.morris@dot.gov>	Required
Trippe, Charles <AWA> <charles.trippe@faa.gov>	Required
Amereihn, Tina <AWA> <tina.amereihn@faa.gov>	Required
Wang, Tim (OST) <tim.wang@dot.gov>	Required
Gautreaux, Cathy F. (FMCSA) <cathy.gautreaux@dot.gov>	Required
Chinn, Monica (OST) <monica.chinn@dot.gov>	Required
Baker, Shana (FHWA) <Shana.Baker@dot.gov>	Required
Morabito, Cameron (OST) <cameron.morabito@dot.gov>	Required
Short, David (OST) <david.short@dot.gov>	Required
Buzby, Mark (MARAD) <mark.buzby@dot.gov>	Required
McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
Pearce, Drue (PHMSA) <drue.pearce@dot.gov>	Required
Bonini, Kyle (FMCSA) <kyle.bonini@dot.gov>	Required
Barbknecht, McKenzie (OST) <mckenzie.barbknecht@dot.gov>	Required
Shaffer, Kirk <kirk.shaffer@faa.gov>	Required

▲ **Time** 2:00 PM – 2:30 PM
Subject Interview w/(b) (6) (AA Airports, FAA)
Location S2's Office

Attendees	Name <E-mail>	Attendance
	Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
	Simon, Doug (OST) <doug.simon@dot.gov>	Required
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>	Required

▲ **Time** 5:00 PM – 5:30 PM
Subject Ray Martinez Travel Discussion
Location Geoff's office W90-314

Attendees	Name <E-mail>	Attendance
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Organizer
	Martinez, Raymond P. (FMCSA) <Raymond.Martinez@dot.gov>	Required

▲ **Time** 6:00 PM – 6:30 PM
Subject Wrap Up
Location Secretary's Conference Room

Attendees	Name <E-mail>	Attendance
	Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
	Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
	Furman, Jon (OST) <jon.furman@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Kan, Derek (OST) <derek.kan@dot.gov>	Required
	Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
	Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required

Sullivan, Adam (OST) <adam.sullivan@dot.gov>

Required

Calendar Calendar

Friday, June 1, 2018 – Saturday, June 30, 2018

Time zone: (UTC-05:00) Eastern Time (US & Canada)

(Adjusted for Daylight Saving Time)

June 2018

Su Mo Tu We Th Fr Sa

					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

▲ Senior Staff Meeting	Fri, Jun 1	8:30 AM – 9:00 AM
Secretary's Conference Room		
DOT/WH		9:30 AM – 10:00 AM
DOT 90 Day Follow Up Meeting		10:00 AM – 10:30 AM
Cabinet Affairs, EEOB 126		
WH/DOT		10:30 AM – 11:00 AM
Scheduling Meeting S1 request		1:50 PM – 2:20 PM
Tina Amereihn		2:00 PM – 2:30 PM
Call Geoff (b) (6)		
Bill Sullivan		3:00 PM – 3:30 PM
Geoff will call Bill (b) (6)		
INFRA Roll Out		3:30 PM – 4:00 PM
S1 Conference Room		
Wrap Up		5:00 PM – 5:30 PM
Secretary's Conference Room		

▲ Senior Staff Meeting	Mon, Jun 4	8:30 AM – 9:00 AM
Secretary's Conference Room		
Wrap Up		6:00 PM – 6:30 PM
Secretary's Conference Room		

▲ Senior Staff Meeting	Tue, Jun 5	8:30 AM – 9:00 AM
Secretary's Conference Room		
Wrap Up		6:00 PM – 6:30 PM
Secretary's Conference Room		

<p>▲ Senior Staff Meeting Secretary's Conference Room</p> <p>Michael J. Lotito Geoff will call (b) (6)</p> <p>DOT/FAA</p> <p>FAA Awards Ceremony FAA 800 Independence Ave SW, Washington DC</p> <p>Call with Rob Chamberlin</p> <p>FAA/DOT</p>	<p>Wed, Jun 6</p>	<p>8:30 AM – 9:00 AM</p> <p>11:45 AM – 12:15 PM</p> <p>12:30 PM – 1:00 PM</p> <p>1:00 PM – 1:30 PM</p> <p>1:30 PM – 2:00 PM</p> <p>1:30 PM – 2:00 PM</p>
<hr/>		
<p>▲ Senior Staff Meeting Secretary's Conference Room</p> <p>Weekly (Non-Career) Staff Meeting ConfRm-HQ-Lincoln Room (OST)</p> <p>Management Discussion S2's Office</p>	<p>Thu, Jun 7</p>	<p>8:30 AM – 9:00 AM</p> <p>9:00 AM – 9:30 AM</p> <p>10:30 AM – 11:00 AM</p>
<hr/>		
<p>▲ Senior Staff Meeting Secretary's Conference Room</p> <p>AV Spending Plan S2 Conference Room</p> <p>Ligado Meeting Request S2's Conference Room 1200 New Jersey Ave SE, Washington, DC 20590</p> <p>Discussion w/Elle Geoff's office</p>	<p>Fri, Jun 8</p>	<p>8:30 AM – 9:00 AM</p> <p>10:30 AM – 11:15 AM</p> <p>2:30 PM – 3:00 PM</p> <p>3:15 PM – 3:45 PM</p>
<hr/>		
<p>▲ Senior Staff Meeting Secretary's Conference Room</p> <p>Pre-brief to discuss Conservatives Lunch Secretary's Office</p> <p>NMH Call</p> <p>Pilot Summit DOT</p> <p>Discussion Time Secretary's Conference Room</p>	<p>Mon, Jun 11</p>	<p>8:30 AM – 9:00 AM</p> <p>12:00 PM – 12:15 PM</p> <p>3:00 PM – 3:15 PM</p> <p>3:30 PM – 4:00 PM</p> <p>4:30 PM – 5:15 PM</p>
<hr/>		
<p>▲ Senior Staff Meeting Secretary's Conference Room</p> <p>Doug Simon Geoff's office</p> <p>McGinley Request</p> <p>Pre-Brief: FMCSA ELS/HOS (6/13) S2 Conference Room</p>	<p>Tue, Jun 12</p>	<p>8:30 AM – 9:00 AM</p> <p>10:15 AM – 10:45 AM</p> <p>11:30 AM – 12:30 PM</p> <p>2:30 PM – 3:00 PM</p>

[Interview w/Kirk Shaffer \(AA for Airports\)](#) 3:30 PM – 4:00 PM
S2's Office

[Interview with \(b\) \(6\) \(Public Affairs Individual/S2 Recommendation\)](#) 4:00 PM – 4:30 PM
Geoff's Office

▲ [Senior Staff Meeting](#) Wed, Jun 13 8:30 AM – 9:00 AM
Secretary's Conference Room

[AV Spending Plan Part 2 \(Approach to Proving Grounds\)](#) 11:15 AM – 11:45 AM
S2 Conference Room

▲ [Weekly \(Non-Career\) Staff Meeting](#) Thu, Jun 14 9:00 AM – 9:30 AM
ConfRm-HQ-Lincoln Room (OST)

[meet with author J.D. Vance](#) 1:30 PM – 2:30 PM
Executive Dining Room (EDR), 9th floor of the West building

[Interview with Nicole Nason](#) 3:00 PM – 3:30 PM
CoS Office

[Interview w/\(b\) \(6\)](#) 4:00 PM – 4:30 PM
S2's Office

▲ [Senior Staff Meeting](#) Fri, Jun 15 8:30 AM – 9:00 AM
Secretary Conference Room

[Mcg, passport](#) 9:15 AM – 9:30 AM

[Red Folder](#) 10:00 AM – 10:30 AM

[Management Discussion](#) 10:15 AM – 10:45 AM
S2's Office

[Lunch with Paul Johnson](#) 12:30 PM – 1:30 PM
Secretary's Office

[Interview with Adriana Kania For Scheduler](#) 3:00 PM – 3:45 PM
CoS Office

[Wrap Up](#) 5:30 PM – 6:00 PM
Secretary's Conference Room

▲ [Senior Staff Meeting](#) Mon, Jun 18 8:30 AM – 9:00 AM
Secretary's Conference Room

[FTA Dear Colleague Letter](#) 11:00 AM – 11:30 AM
S2 Conference Room

[Shelley S. Hymes](#) 2:30 PM – 3:00 PM
Geoff will call - (b) (6)

[Kathy Ray](#) 4:00 PM – 4:15 PM
Geoff's office

[Wrap Up](#) 6:00 PM – 6:30 PM
Secretary's Conference Room

(b) (6) 7:00 PM – 8:00 PM

▲	Senior Staff Meeting Secretary's Conference Room	Tue, Jun 19	8:30 AM – 9:00 AM
	Weekly Modal Administrator's Meeting Lincoln Conference Room		9:30 AM – 10:00 AM
	NY/NJ S2 Conference Room		2:00 PM – 2:45 PM
▲	Senior Staff Meeting Secretary's Conference Room	Wed, Jun 20	8:30 AM – 9:00 AM
	Joel Szabat - National Advisory Committee on Travel & Tourism Infrastructure (NACTII) Geoff's office W90-314		9:30 AM – 10:00 AM
	Interview with (b) (6) for Scheduler Burr's Office		10:30 AM – 11:15 AM
	Maryland Tolling Proposal S2 Conference Room		5:00 PM – 5:30 PM
▲	Senior Staff Meeting Secretary's Conference Room	Thu, Jun 21	8:30 AM – 9:00 AM
	Weekly (Non-Career) Staff Meeting ConfRm-HQ-Lincoln Room (OST)		9:00 AM – 9:30 AM
	Catch-up Geoff's office		9:30 AM – 10:00 AM
	Grover Burthey Geoff's office		10:00 AM – 10:15 AM
	Lunch - Victoria Barnes (b) (6)		12:00 PM – 1:00 PM
	Kathy Ray Geoff's office		1:30 PM – 1:45 PM
	CIG Policy Guidance S2 Conference Room		2:00 PM – 2:30 PM
	NY/NJ Follow-Up S2 Conference Room		2:45 PM – 3:30 PM
	Breifing on Dear Colleagues Roll Out Secretary's Conference Room		5:00 PM – 5:15 PM
	(b) (6)		7:00 PM – 8:00 PM
▲	(b) (6)	Fri, Jun 22	
	Senior Staff Meeting Secretary's Conference Room	Fri, Jun 22	8:30 AM – 9:00 AM
	Call TB		9:30 AM – 10:00 AM
	Wrap Up Secretary's Conference Room		4:30 PM – 5:00 PM

▲	Senior Staff Meeting Secretary's Conference Room	Mon, Jun 25	8:30 AM – 9:00 AM
	Coffee with BJ (b) (6)		10:30 AM – 11:00 AM
	Lunch Will Kinzel		12:00 PM – 1:00 PM
	Lunch with Will Kinzel		12:00 PM – 1:00 PM
	Mathew Lira Mathew to call Geoff (b) (6)		2:30 PM – 3:00 PM
	Travel Questions Discussion S1 Conference Room		3:00 PM – 3:30 PM
	Wrap Up Secretary's Conference Room		6:00 PM – 6:30 PM
▲	Senior Staff Meeting Secretary's Conference Room	Tue, Jun 26	8:30 AM – 9:00 AM
	QFR Update Secretary's Conference Room		5:30 PM – 6:00 PM
	(b) (6)		7:00 PM – 8:00 PM
	(b) (6)		
▲	Senior Staff Secretary's Conference Room	Wed, Jun 27	8:30 AM – 9:00 AM
	Senior Staff Meeting Secretary's Conference Room		8:30 AM – 9:00 AM
	DOT/Press Club		12:00 PM – 12:30 PM
	Press Club/DOT		1:30 PM – 2:00 PM
▲	Senior Staff Meeting Secretary's Conference Room	Thu, Jun 28	8:30 AM – 9:00 AM
	Weekly (Non-Career) Staff Meeting ConfRm-HQ-Lincoln Room (OST)		9:00 AM – 9:30 AM
	Paul Johnson GEOff's office		1:30 PM – 2:10 PM
	NEMSAC Discussion Geoffs office		2:30 PM – 3:00 PM
	Craig Middlebrook Geoffs office (W90-314)		3:00 PM – 3:30 PM
	Wrap Up Secretary's Conference Room		6:00 PM – 6:30 PM
▲	Senior Staff Meeting Secretary's Conference Room	Fri, Jun 29	8:30 AM – 9:00 AM

Details

Friday, June 1, 2018

▲	Time	8:30 AM – 9:00 AM
	Subject	Senior Staff Meeting
	Location	Secretary's Conference Room
	Attendees	
	Name <E-mail>	Attendance
	Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
	Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
	Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
	Furman, Jon (OST) <jon.furman@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Kan, Derek (OST) <derek.kan@dot.gov>	Required
	Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
	Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
	Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
	Ray, James (OST) <Jim.Ray@dot.gov>	Required

▲	Time	9:30 AM – 10:00 AM
	Subject	DOT/WH **THIS IS AN AUTOMATED SHAREPOINT MESSAGE. Please do not reply to this email** Dear ADDOT\elesha.swann.ctr or POC, Your request for a Chauffeur service has been approved. Here are the details of your request. Request Start Date: 6/1/2018 09:15 Request End Date and Time(if U-Drive):1/1/0001 : Pick up location: DOT West New Jersey Pick Up Destination(if Chauffeur request):White House Also you can check the details of your requests at the link below: http://our.dot.gov/team/ost.m90/MotorPool/SitePage s/Home.aspx To modify your request please click this link to request a change:

<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/MinorChangeUserInput.aspx>

To cancel your request please click this link:

<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/Cancel%20Requests.aspx>

Thank you,

MotorPool

Categories Green Category

Attendees	Name <E-mail>	Attendance
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Organizer
	McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required

▲ **Time** 10:00 AM – 10:30 AM

Subject DOT 90 Day Follow Up Meeting

Location Cabinet Affairs, EEOB 126

Categories Red Category

Attendees	Name <E-mail>	Attendance
	McBride, Emily J. EOP/WHO (b) (6)	Organizer
	Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>	Required
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	McGinley, William J. EOP/WHO (b) (6)	Required
	Connor, Cameron M. EOP/WHO (b) (6)	Required
	Paranzino, Anthony M. EOP/WHO (b) (6)	Required
	Flynn, Matthew J. EOP/WHO (b) (6)	Required
	Passantino, Stefan C. EOP/WHO (b) (6)	Required
	Gast, Scott F. EOP/WHO (b) (6)	Required
	Rateike, Bradley A. EOP/WHO (b) (6)	Required

Trainer, Nick A. EOP/WHO
(b) (6) Required

▲ **Time** 10:30 AM – 11:00 AM
Subject WH/DOT
Categories Green Category
Attendees

Name <E-mail>	Attendance
Burr, Geoff (OST) <geoff.burr@dot.gov>	Organizer
McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required

▲ **Time** 1:50 PM – 2:20 PM
Subject Scheduling Meeting S1 request
Attendees

Name <E-mail>	Attendance
Inman, Todd (OST) <todd.inman@dot.gov>	Organizer
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
Edwards, Sara (OST) <sara.edwards@dot.gov>	Required
Basile, Gabrielle (OST) (gabrielle.basile@dot.gov) <gabrielle.basile@dot.gov>	Required

▲ **Time** 2:00 PM – 2:30 PM
Subject Tina Amereihn
Location Call Geoff (b) (6)
Attendees

Name <E-mail>	Attendance
Burr, Geoff (OST) <geoff.burr@dot.gov>	Organizer
Amereihn, Tina <AWA> <tina.amereihn@faa.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required

▲ **Time** 3:00 PM – 3:30 PM
Subject Bill Sullivan
Location Geoff will call Bill (b) (6)
Categories Orange Category
Attendees

Name <E-mail>	Attendance
Burr, Geoff (OST) <geoff.burr@dot.gov>	Organizer
Bill Sullivan (b) (6)	Required

Bill Sullivan (b) (6)

Required

▲ **Time** 3:30 PM – 4:00 PM
Subject INFRA Roll Out
Location S1 Conference Room

Attendees	Name <E-mail>	Attendance
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Organizer
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Burthey, Grover (OST) <grover.burthey@dot.gov>	Required
	McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
	Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required

▲ **Time** 5:00 PM – 5:30 PM
Subject Wrap Up
Location Secretary's Conference Room

Attendees	Name <E-mail>	Attendance
	Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
	Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Kan, Derek (OST) <derek.kan@dot.gov>	Required
	Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
	Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required

Monday, June 4, 2018

▲ **Time** 8:30 AM – 9:00 AM
Subject Senior Staff Meeting
Location Secretary's Conference Room

Attendees	Name <E-mail>	Attendance
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Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
Furman, Jon (OST) <jon.furman@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required
Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required

▲ **Time** 6:00 PM – 6:30 PM

Subject Wrap Up

Location Secretary's Conference Room

Attendees

Name <E-mail>	Attendance
Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required
Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required

Tuesday, June 5, 2018

▲ **Time** 8:30 AM – 9:00 AM
Subject Senior Staff Meeting
Location Secretary's Conference Room

Attendees	Name <E-mail>	Attendance
	Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
	Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
	Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Kan, Derek (OST) <derek.kan@dot.gov>	Required
	Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
	Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
	Ray, James (OST) <Jim.Ray@dot.gov>	Required

▲ **Time** 6:00 PM – 6:30 PM
Subject Wrap Up
Location Secretary's Conference Room

Attendees	Name <E-mail>	Attendance
	Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
	Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Kan, Derek (OST) <derek.kan@dot.gov>	Required
	Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required

Sullivan, Adam (OST) <adam.sullivan@dot.gov> Required

Wednesday, June 6, 2018

▲ **Time** 8:30 AM – 9:00 AM
Subject Senior Staff Meeting
Location Secretary's Conference Room

Attendees

Name <E-mail>	Attendance
Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
Ray, James (OST) <Jim.Ray@dot.gov>	Required

▲ **Time** 11:45 AM – 12:15 PM
Subject Michael J. Lotito
Location Geoff will call (b) (6)

Attendees

Name <E-mail>	Attendance
Burr, Geoff (OST) <geoff.burr@dot.gov>	Organizer
(b) (6)	Required
(b) (6)	Required

▲ **Time** 12:30 PM – 1:00 PM
Subject DOT/FAA
THIS IS AN AUTOMATED SHAREPOINT MESSAGE. Please do not reply to this email
Dear ADDOT\elesha.swann.ctr or POC,
Your request for a Chauffeur service has been approved.
Here are the details of your request.
Request Start Date: 6/6/2018 12:30

Request End Date and Time(if U-Drive):1/1/0001 :
Pick up location: DOT West New Jersey Pick Up

Destination(if Chauffeur request):FAA, 800 Independence Ave SW,
Washington, DC

Also you can check the details of your requests at the link below:
<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/Home.aspx>

To modify your request please click this link to request a change:
<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/MinorChangeUserInput.aspx>

To cancel your request please click this link:
<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/Cancel%20Requests.aspx>

Thank you,
MotorPool

Categories Green Category

▲ **Time** 1:00 PM – 1:30 PM
Subject FAA Awards Ceremony
Location FAA 800 Independence Ave SW, Washington DC

▲ **Time** 1:30 PM – 2:00 PM
Subject Call with Rob Chamberlin

▲ **Time** 1:30 PM – 2:00 PM
Subject FAA/DOT
Categories Green Category

Thursday, June 7, 2018

▲ **Time** 8:30 AM – 9:00 AM
Subject Senior Staff Meeting
Location Secretary's Conference Room

Attendees	Name <E-mail>	Attendance
	Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
	Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
	Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
	Furman, Jon (OST) <jon.furman@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required

Kan, Derek (OST) <derek.kan@dot.gov>	Required
Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
Ray, James (OST) <Jim.Ray@dot.gov>	Required
McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required

▲ **Time** 9:00 AM – 9:30 AM

Subject Weekly (Non-Career) Staff Meeting

Location ConfRm-HQ-Lincoln Room (OST)

Recurrence Occurs every Thursday effective 6/7/2018 until 6/28/2018 from 9:00 AM to 9:30 AM

Attendees

Name <E-mail>	Attendance
Burr, Geoff (OST) <geoff.burr@dot.gov>	Organizer
Martinez, Raymond P. (FMCSA) <Raymond.Martinez@dot.gov>	Required
Koehlke, Alex <Alex.Koehlke@dot.gov>	Required
Riccardo, George (OST) <george.riccardo@dot.gov>	Required
Smeda, Elisabeth <AWA> <elisabeth.smeda@faa.gov>	Required
Plans, Barry (OST) <barry.plans@dot.gov>	Required
Etchen, Alex (OST) <alex.etchen@dot.gov>	Required
Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>	Required
Post, Andy (OST) <Andy.Post@dot.gov>	Required
Dombrowski, Eileen (OST) <Eileen.Dombrowski@dot.gov>	Required
King, Heidi (NHTSA) <heidi.king@dot.gov>	Required
Graham, Douglas (OST) <douglas.graham@dot.gov>	Required
Kania, Adriana (OST) <adriana.kania@dot.gov>	Required
Curto, Michael (OST) <Michael.Curto@dot.gov>	Required

Elliott, Skip (PHMSA) <howard.elliott@dot.gov>	Required
Hess, Chris (FRA) <christopher.hess@dot.gov>	Required
Wilkinson, James (OST) <james.wilkinson@dot.gov>	Required
Owens, James (OST) <James.Owens@dot.gov>	Required
Kramer, John (OST) <John.Kramer@dot.gov>	Required
Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov>	Required
Bradford, Stephen (OST) <stephen.bradford@dot.gov>	Required
Reynard, Mike (FHWA) <mike.reynard@dot.gov>	Required
Smith, Loren (OST) <Loren.Smith@dot.gov>	Required
Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>	Required
Parker, Mala (FHWA) <mala.parker@dot.gov>	Required
Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
Kuo, Monica (OST) <monica.kuo@dot.gov>	Required
Worthy, Sharon (OST) <sharon.worthy@dot.gov>	Required
Cipriano, Peter (FRA) <peter.cipriano@dot.gov>	Required
Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>	Required
Furman, Jon (OST) <jon.furman@dot.gov>	Required
Poole, Sean (FMCSA) <sean.poole@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required
Ray, James (OST) <Jim.Ray@dot.gov>	Required
Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>	Required
Henry, Tina (OST) <tina.henry@dot.gov>	Required
Sylvester, Marco (OST) <marco.sylvester@dot.gov>	Required

Smith, Geoff (OST) <geoff.smith@dot.gov>	Required
Hendrickson, Brandye (FHWA) <Brandye.Hendrickson@dot.gov>	Required
Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>	Required
Wolf, Ariel (OST) <ariel.wolf@dot.gov>	Required
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
Barnard, Brian (NHTSA) <brian.barnard@dot.gov>	Required
Kloster, Andrew (OST) <andrew.kloster@dot.gov>	Required
Bedell, Anthony (OST) <anthony.bedell@dot.gov>	Required
Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>	Required
Kochman, Benjamin (OST) <benjamin.kochman@dot.gov>	Required
Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
Fraser, Bobby (PHMSA) <bobby.fraser@dot.gov>	Required
Deck, Wiley (FMCSA) <wiley.deck@dot.gov>	Required
Newman, Philip (FTA) <philip.newman@dot.gov>	Required
Edwards, Sara (OST) <sara.edwards@dot.gov>	Required
Cote, Gregory (OST) <gregory.cote@dot.gov>	Required
Mullen, Jim (FMCSA) <jim.mullen@dot.gov>	Required
Tucker, Deva (OST) <Deva.Tucker@dot.gov>	Required
Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>	Required
Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>	Required
Williams, Jane (FTA) <k.jane.williams@dot.gov>	Required

Morgan, Owen (OST) <owen.morgan@dot.gov>	Required
James, Charles (OST) <charles.james@dot.gov>	Required
Martin, Gregory (OST) <gregory.martin@dot.gov>	Required
Simon, Doug (OST) <doug.simon@dot.gov>	Required
Minock, Nick (OST) <nickolaus.minock@dot.gov>	Required
Cheap, Casey (OST) <casey.cheap@dot.gov>	Required
Roberti, Paul (PHMSA) <paul.roberti@dot.gov>	Required
Batory, Ronald (FRA) <ronald.batory@dot.gov>	Required
Deputy Scheduler <DeputyScheduler@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required
McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
Hanson, Alan (OST) <Alan.Hanson@dot.gov>	Required
ConfRm-HQ-Lincoln Room (OST) <Lincoln.Room@dot.gov>	Resource
Flowers, Darien <Darien.Flowers@dot.gov>	Required
Sturges, Matt (FRA) <Matt.Sturges@dot.gov>	Required
Fulton, Finch (OST) <Finch.Fulton@dot.gov>	Required
Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>	Required
Garg, Arjun (FTA) <arjun.garg@dot.gov>	Required
Mitton, Chris (OST) <chris.mitton@dot.gov>	Required
Morrison, Jonathan (NHTSA) <Jonathan.Morrison@dot.gov>	Required
Morris, Willis (OST) <willis.morris@dot.gov>	Required
Trippe, Charles <AWA> <charles.trippe@faa.gov>	Required

Amereihn, Tina <AWA> <tina.amereihn@faa.gov>	Required
Wang, Tim (OST) <tim.wang@dot.gov>	Required
Gautreaux, Cathy F. (FMCSA) <cathy.gautreaux@dot.gov>	Required
Chinn, Monica (OST) <monica.chinn@dot.gov>	Required
Baker, Shana (FHWA) <Shana.Baker@dot.gov>	Required
Morabito, Cameron (OST) <cameron.morabito@dot.gov>	Required
Short, David (OST) <david.short@dot.gov>	Required
Buzby, Mark (MARAD) <mark.buzby@dot.gov>	Required
McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
Pearce, Drue (PHMSA) <drue.pearce@dot.gov>	Required
Bonini, Kyle (FMCSA) <kyle.bonini@dot.gov>	Required
Barbknecht, McKenzie (OST) <mckenzie.barbknecht@dot.gov>	Required
Shaffer, Kirk <kirk.shaffer@faa.gov>	Required

▲ **Time** 10:30 AM – 11:00 AM
Subject Management Discussion
Location S2's Office
Attendees

Name <E-mail>	Attendance
Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
Washington, Keith (OST) <Keith.Washington@dot.gov>	Required

Friday, June 8, 2018

▲ **Time** 8:30 AM – 9:00 AM
Subject Senior Staff Meeting
Location Secretary's Conference Room
Attendees

Name <E-mail>	Attendance
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Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
Furman, Jon (OST) <jon.furman@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required
Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
Ray, James (OST) <Jim.Ray@dot.gov>	Required
McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required

▲ **Time** 10:30 AM – 11:15 AM
Subject AV Spending Plan
Location S2 Conference Room
Heidi – Either you or Jonathan need to attend. Not both of you.

Attendees

Name <E-mail>	Attendance
Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
Fulton, Finch (OST) <Finch.Fulton@dot.gov>	Required
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
Kramer, John (OST) <John.Kramer@dot.gov>	Required
Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required

McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
King, Heidi (NHTSA) <heidi.king@dot.gov>	Required
Morrison, Jonathan (NHTSA) <Jonathan.Morrison@dot.gov>	Required
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
Martinez, Raymond P. (FMCSA) <Raymond.Martinez@dot.gov>	Required
Gautreaux, Cathy F. (FMCSA) <cathy.gautreaux@dot.gov>	Required
Deck, Wiley (FMCSA) <wiley.deck@dot.gov>	Required

▲ **Time** 2:30 PM – 3:00 PM
Subject Ligado Meeting Request
Location S2's Conference Room 1200 New Jersey Ave SE, Washington, DC 20590
Please bring a government issued I.D. and present to the security guards. Rita Bibbs-Daniels will be contacted upon your arrival.

POC: Rita Bibbs-Daniels

202-366-9751 desk

(b) (6) cell

Attendees	Name <E-mail>	Attendance
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Organizer
	McGuire, Brian T (b) (6)	Required
	Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>	Required
	Joynes, Greta H. (b) (6)	Optional
	Valerie Green (b) (6)	Optional
	Ashley Durmer (b) (6)	Optional
	Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>	Required

▲ **Time** 3:15 PM – 3:45 PM
Subject Discussion w/Elle
Location Geoff's office
Attendees

Name <E-mail>	Attendance
Burr, Geoff (OST) <geoff.burr@dot.gov>	Organizer
Basile, Gabrielle (OST) <gabrielle.basile@dot.gov>	Required

Monday, June 11, 2018

▲ **Time** 8:30 AM – 9:00 AM
Subject Senior Staff Meeting
Location Secretary's Conference Room
Attendees

Name <E-mail>	Attendance
Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
Furman, Jon (OST) <jon.furman@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required
Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required

▲ **Time** 12:00 PM – 12:15 PM
Subject Pre-brief to discuss Conservatives Lunch
Location Secretary's Office
Attendees

Name <E-mail>	Attendance
SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required

Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
Deputy Scheduler <DeputyScheduler@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required
McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
Smith, Loren (OST) <Loren.Smith@dot.gov>	Required

▲ **Time** 3:00 PM – 3:15 PM
Subject NMH Call

▲ **Time** 3:30 PM – 4:00 PM
Subject Pilot Summit
Location DOT

Attendees	Name <E-mail>	Attendance
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Organizer
	Burleson, Carl <AWA> <carl.burleson@faa.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Amereihn, Tina <AWA> <tina.amereihn@faa.gov>	Required

▲ **Time** 4:30 PM – 5:15 PM
Subject Discussion Time
Location Secretary's Conference Room

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	Rosen, Jeff (OST) <jeff.rosen@dot.gov>	Required

Tuesday, June 12, 2018

▲ **Time** 8:30 AM – 9:00 AM
Subject Senior Staff Meeting
Location Secretary's Conference Room

Attendees	Name <E-mail>	Attendance
	Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer

Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
Ray, James (OST) <Jim.Ray@dot.gov>	Required

▲ **Time** 10:15 AM – 10:45 AM
Subject Doug Simon
Location Geoff's office

Attendees	Name <E-mail>	Attendance
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Organizer
	Simon, Doug (OST) <doug.simon@dot.gov>	Required

▲ **Time** 11:30 AM – 12:30 PM
Subject McGinley Request

▲ **Time** 2:30 PM – 3:00 PM
Subject Pre-Brief: FMCSA ELS/HOS (6/13)
Location S2 Conference Room

Attendees	Name <E-mail>	Attendance
	Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
	Martinez, Raymond P. (FMCSA) <Raymond.Martinez@dot.gov>	Required
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required

McInerney, Marianne (OST) <marianne.mcinerney@dot.gov> Required

Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> Required

Kan, Derek (OST) <derek.kan@dot.gov> Required

Lund, Caryn M (OST) <caryn.moore.lund@dot.gov> Required

Gautreaux, Cathy F. (FMCSA) <cathy.gautreaux@dot.gov> Required

Deck, Wiley (FMCSA) <wiley.deck@dot.gov> Required

Mullen, Jim (FMCSA) <jim.mullen@dot.gov> Required

Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov> Required

▲ **Time** 3:30 PM – 4:00 PM

Subject Interview w/Kirk Shaffer (AA for Airports)

Location S2's Office

Attendees

Name <E-mail>	Attendance
Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>	Required
Simon, Doug (OST) <doug.simon@dot.gov>	Required

▲ **Time** 4:00 PM – 4:30 PM

Subject Interview with (b) (6) (Public Affairs Individual/S2 Recommendation)

Location Geoff's Office

Attendees

Name <E-mail>	Attendance
Simon, Doug (OST) <doug.simon@dot.gov>	Organizer
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
Bibbs-Daniels, Rita (OST) <Rita.Bibbs-Daniels@dot.gov>	Required

Wednesday, June 13, 2018

▲ **Time** 8:30 AM – 9:00 AM

Subject Senior Staff Meeting

Location	Secretary's Conference Room	
Attendees	Name <E-mail>	Attendance
	Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
	Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
	Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Kan, Derek (OST) <derek.kan@dot.gov>	Required
	Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
	Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
	Ray, James (OST) <Jim.Ray@dot.gov>	Required

Time	11:15 AM – 11:45 AM	
Subject	AV Spending Plan Part 2 (Approach to Proving Grounds)	
Location	S2 Conference Room DO NOT FORWARD THIS INVITE.	
Attendees	Name <E-mail>	Attendance
	Deputy Scheduler <DeputyScheduler@dot.gov>	Organizer
	Fulton, Finch (OST) <Finch.Fulton@dot.gov>	Required
	Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
	Kramer, John (OST) <John.Kramer@dot.gov>	Required
	Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
	McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
	Kan, Derek (OST) <derek.kan@dot.gov>	Required
	McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required

King, Heidi (NHTSA) <heidi.king@dot.gov>	Required
Morrison, Jonathan (NHTSA) <Jonathan.Morrison@dot.gov>	Required
Parker, Mala (FHWA) <mala.parker@dot.gov>	Required
Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
Martinez, Raymond P. (FMCSA) <Raymond.Martinez@dot.gov>	Required
Gautreaux, Cathy F. (FMCSA) <cathy.gautreaux@dot.gov>	Required
Deck, Wiley (FMCSA) <wiley.deck@dot.gov>	Required
Barnard, Brian (NHTSA) <brian.barnard@dot.gov>	Required
Hendrickson, Brandye (FHWA) <Brandye.Hendrickson@dot.gov>	Required

Thursday, June 14, 2018



Time 9:00 AM – 9:30 AM

Subject Weekly (Non-Career) Staff Meeting

Location ConfRm-HQ-Lincoln Room (OST)

Recurrence Occurs every Thursday effective 6/7/2018 until 6/28/2018 from 9:00 AM to 9:30 AM

Attendees

Name <E-mail>	Attendance
Burr, Geoff (OST) <geoff.burr@dot.gov>	Organizer
Martinez, Raymond P. (FMCSA) <Raymond.Martinez@dot.gov>	Required
Koehlke, Alex <Alex.Koehlke@dot.gov>	Required
Riccardo, George (OST) <george.riccardo@dot.gov>	Required
Smeda, Elisabeth <AWA> <elisabeth.smeda@faa.gov>	Required
Plans, Barry (OST) <barry.plans@dot.gov>	Required
Etchen, Alex (OST) <alex.etchen@dot.gov>	Required
Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>	Required

Post, Andy (OST) <Andy.Post@dot.gov>	Required
Dombrowski, Eileen (OST) <Eileen.Dombrowski@dot.gov>	Required
King, Heidi (NHTSA) <heidi.king@dot.gov>	Required
Graham, Douglas (OST) <douglas.graham@dot.gov>	Required
Kania, Adriana (OST) <adriana.kania@dot.gov>	Required
Curto, Michael (OST) <Michael.Curto@dot.gov>	Required
Elliott, Skip (PHMSA) <howard.elliott@dot.gov>	Required
Hess, Chris (FRA) <christopher.hess@dot.gov>	Required
Wilkinson, James (OST) <james.wilkinson@dot.gov>	Required
Owens, James (OST) <James.Owens@dot.gov>	Required
Kramer, John (OST) <John.Kramer@dot.gov>	Required
Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov>	Required
Bradford, Stephen (OST) <stephen.bradford@dot.gov>	Required
Reynard, Mike (FHWA) <mike.reynard@dot.gov>	Required
Smith, Loren (OST) <Loren.Smith@dot.gov>	Required
Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>	Required
Parker, Mala (FHWA) <mala.parker@dot.gov>	Required
Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
Kuo, Monica (OST) <monica.kuo@dot.gov>	Required
Worthy, Sharon (OST) <sharon.worthy@dot.gov>	Required
Cipriano, Peter (FRA) <peter.cipriano@dot.gov>	Required
Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>	Required
Furman, Jon (OST) <jon.furman@dot.gov>	Required

Poole, Sean (FMCSA) <sean.poole@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required
Ray, James (OST) <Jim.Ray@dot.gov>	Required
Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>	Required
Henry, Tina (OST) <tina.henry@dot.gov>	Required
Sylvester, Marco (OST) <marco.sylvester@dot.gov>	Required
Smith, Geoff (OST) <geoff.smith@dot.gov>	Required
Hendrickson, Brandye (FHWA) <Brandye.Hendrickson@dot.gov>	Required
Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>	Required
Wolf, Ariel (OST) <ariel.wolf@dot.gov>	Required
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
Barnard, Brian (NHTSA) <brian.barnard@dot.gov>	Required
Kloster, Andrew (OST) <andrew.kloster@dot.gov>	Required
Bedell, Anthony (OST) <anthony.bedell@dot.gov>	Required
Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>	Required
Kochman, Benjamin (OST) <benjamin.kochman@dot.gov>	Required
Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
Fraser, Bobby (PHMSA) <bobby.fraser@dot.gov>	Required
Deck, Wiley (FMCSA) <wiley.deck@dot.gov>	Required
Newman, Philip (FTA) <philip.newman@dot.gov>	Required
Edwards, Sara (OST) <sara.edwards@dot.gov>	Required

Cote, Gregory (OST) <gregory.cote@dot.gov>	Required
Mullen, Jim (FMCSA) <jim.mullen@dot.gov>	Required
Tucker, Deva (OST) <Deva.Tucker@dot.gov>	Required
Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>	Required
Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>	Required
Williams, Jane (FTA) <k.jane.williams@dot.gov>	Required
Morgan, Owen (OST) <owen.morgan@dot.gov>	Required
James, Charles (OST) <charles.james@dot.gov>	Required
Martin, Gregory (OST) <gregory.martin@dot.gov>	Required
Simon, Doug (OST) <doug.simon@dot.gov>	Required
Minock, Nick (OST) <nickolaus.minock@dot.gov>	Required
Cheap, Casey (OST) <casey.cheap@dot.gov>	Required
Roberti, Paul (PHMSA) <paul.roberti@dot.gov>	Required
Batory, Ronald (FRA) <ronald.batory@dot.gov>	Required
Deputy Scheduler <DeputyScheduler@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required
McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
Hanson, Alan (OST) <Alan.Hanson@dot.gov>	Required
ConfRm-HQ-Lincoln Room (OST) <Lincoln.Room@dot.gov>	Resource
Flowers, Darien <Darien.Flowers@dot.gov>	Required
Sturges, Matt (FRA) <Matt.Sturges@dot.gov>	Required
Fulton, Finch (OST) <Finch.Fulton@dot.gov>	Required

Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>	Required
Garg, Arjun (FTA) <arjun.garg@dot.gov>	Required
Mitton, Chris (OST) <chris.mitton@dot.gov>	Required
Morrison, Jonathan (NHTSA) <Jonathan.Morrison@dot.gov>	Required
Morris, Willis (OST) <willis.morris@dot.gov>	Required
Trippe, Charles <AWA> <charles.trippe@faa.gov>	Required
Amereihn, Tina <AWA> <tina.amereihn@faa.gov>	Required
Wang, Tim (OST) <tim.wang@dot.gov>	Required
Gautreaux, Cathy F. (FMCSA) <cathy.gautreaux@dot.gov>	Required
Chinn, Monica (OST) <monica.chinn@dot.gov>	Required
Baker, Shana (FHWA) <Shana.Baker@dot.gov>	Required
Morabito, Cameron (OST) <cameron.morabito@dot.gov>	Required
Short, David (OST) <david.short@dot.gov>	Required
Buzby, Mark (MARAD) <mark.buzby@dot.gov>	Required
McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
Pearce, Drue (PHMSA) <drue.pearce@dot.gov>	Required
Bonini, Kyle (FMCSA) <kyle.bonini@dot.gov>	Required
Barbknecht, McKenzie (OST) <mckenzie.barbknecht@dot.gov>	Required
Shaffer, Kirk <kirk.shaffer@faa.gov>	Required

▲
Time 1:30 PM – 2:30 PM
Subject meet with author J.D. Vance
Location Executive Dining Room (EDR), 9th floor of the West building

Colleagues, I am pleased to invite the non-career team to a meeting next week Thursday, June 14 from 130-230pm with J.D. Vance, author of Hillbilly Elegy. This will be a very neat and topical event and I hope to see you there.

The meeting will be held in the Executive Dining Room (EDR), on the 9th floor of the West building. You will also be receiving a calendar invite for this event.

One additional item. While the meeting is optional, for those attending, punctuality will be strongly recommended and appreciated. You may wish to aim for a 1:15pm arrival.

Please let me know if I can answer any questions about this.

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Loren A. Smith, Jr.

Senior Advisor – Office of the Under Secretary for Policy

U.S. Department of Transportation

W82-326 | loren.smith@dot.gov <mailto:loren.smith@dot.gov> |

(b) (6)

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                             | <b>Attendance</b> |
|------------------|--------------------------------------------------------|-------------------|
|                  | Smith, Loren (OST) <Loren.Smith@dot.gov>               | Organizer         |
|                  | Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov> | Required          |
|                  | Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>     | Required          |
|                  | Barnard, Brian (NHTSA) <brian.barnard@dot.gov>         | Required          |
|                  | Basile, Gabrielle (OST) <gabrielle.basile@dot.gov>     | Required          |
|                  | Batory, Ronald (FRA) <ronald.batory@dot.gov>           | Required          |
|                  | Bedell, Anthony (OST) <anthony.bedell@dot.gov>         | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>       | Required          |

|                                                         |          |
|---------------------------------------------------------|----------|
| Bradford, Stephen (OST) <stephen.bradford@dot.gov>      | Required |
| Brown, Chris C <AWA> <chris.c.brown@faa.gov>            | Required |
| Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>      | Required |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                  | Required |
| Burthey, Grover (OST) <grover.burthey@dot.gov>          | Required |
| Buzby, Mark (MARAD) <mark.buzby@dot.gov>                | Required |
| Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>        | Required |
| Cheap, Casey (OST) <casey.cheap@dot.gov>                | Required |
| Chinn, Monica (OST) <monica.chinn@dot.gov>              | Required |
| Cipriano, Peter (FRA) <peter.cipriano@dot.gov>          | Required |
| Curto, Michael (OST) <Michael.Curto@dot.gov>            | Required |
| Deck, Wiley (FMCSA) <wiley.deck@dot.gov>                | Required |
| Dombrowski, Eileen (OST)<br><Eileen.Dombrowski@dot.gov> | Required |
| Edwards, Bailey <AWA> <bailey.edwards@faa.gov>          | Required |
| Edwards, Sara (OST) <sara.edwards@dot.gov>              | Required |
| Elliott, Skip (PHMSA) <howard.elliott@dot.gov>          | Required |
| Elwell, Daniel <AWA> <daniel.elwell@faa.gov>            | Required |
| Fink, Andrew (OST) <andrew.fink@dot.gov>                | Required |
| Flowers, Darien <Darien.Flowers@dot.gov>                | Required |
| Fraser, Bobby (OST) <bobby.fraser@dot.gov>              | Required |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>              | Required |
| Furman, Jon (OST) <jon.furman@dot.gov>                  | Required |

|                                                              |          |
|--------------------------------------------------------------|----------|
| Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov>     | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                   | Required |
| Graham, Douglas (OST) <douglas.graham@dot.gov>               | Required |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required |
| Hess, Chris (FRA) <christopher.hess@dot.gov>                 | Required |
| Hildebrand, Vicki (OST) <victoria.hildebrand@dot.gov>        | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                       | Required |
| James, Charles (OST) <charles.james@dot.gov>                 | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                         | Required |
| King, Heidi (NHTSA) <heidi.king@dot.gov>                     | Required |
| Kloster, Andrew (OST) <andrew.kloster@dot.gov>               | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                     | Required |
| Kopko, Matthew (OST) <matthew.kopko@dot.gov>                 | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>                     | Required |
| Kuo, Monica (OST) <monica.kuo@dot.gov>                       | Required |
| Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>                    | Required |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>               | Required |
| Martin, Gregory (OST) <gregory.martin@dot.gov>               | Required |
| Martinez, Raymond P. (FMCSA)<br><Raymond.Martinez@dot.gov>   | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov>    | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>                 | Required |

|                                                           |          |
|-----------------------------------------------------------|----------|
| Mitton, Chris (OST) <chris.mitton@dot.gov>                | Required |
| Moore, Allison (OST) <A.Moore@dot.gov>                    | Required |
| Morgan, Owen (OST) <owen.morgan@dot.gov>                  | Required |
| Morris, Willis (OST) <willis.morris@dot.gov>              | Required |
| Morrison, Jonathan (NHTSA)<br><Jonathan.Morrison@dot.gov> | Required |
| Moy, Edmund (OST) <Edmund.moy@dot.gov>                    | Required |
| Nelson, Keith (OST) <keith.nelson@dot.gov>                | Required |
| Nelson, Tony (OST) <tony.nelson@dot.gov>                  | Required |
| Newman, Philip (OST) <philip.newman@dot.gov>              | Required |
| Owens, James (OST) <James.Owens@dot.gov>                  | Required |
| Parker, Mala (FHWA) <mala.parker@dot.gov>                 | Required |
| Pearce, Drue (PHMSA) <drue.pearce@dot.gov>                | Required |
| Plans, Barry (OST) <barry.plans@dot.gov>                  | Required |
| Poole, Sean (FMCSA) <sean.poole@dot.gov>                  | Required |
| Post, Andy (OST) <Andy.Post@dot.gov>                      | Required |
| Ray, James (OST) <Jim.Ray@dot.gov>                        | Required |
| Reyes, Juan D. III (FRA) <j.reyes@dot.gov>                | Required |
| Reynard, Mike (FHWA) <mike.reynard@dot.gov>               | Required |
| Riccardo, George (OST) <george.riccardo@dot.gov>          | Required |
| Roberti, Paul (PHMSA) <paul.roberti@dot.gov>              | Required |
| Rosen, Jeff (OST) <jeff.rosen@dot.gov>                    | Required |
| Russo, Michael D (PHMSA) <michael.d.russo@dot.gov>        | Required |
| Siegrist, Ben (OST) <ben.siegrist@dot.gov>                | Required |



|                                                      |          |
|------------------------------------------------------|----------|
| Simon, Doug (OST) <doug.simon@dot.gov>               | Required |
| Smeda, Elisabeth <AWA> <elisabeth.smeda@faa.gov>     | Required |
| Smith, Geoff (OST) <geoff.smith@dot.gov>             | Required |
| Somerville, Tamara (OST) <Tamara.Somerville@dot.gov> | Required |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>           | Required |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>         | Required |
| Sweeney, Megan (OST) <megan.sweeney@dot.gov>         | Required |
| Trippe, Charles <AWA> <charles.trippe@faa.gov>       | Required |
| Wilkinson, James (OST) <james.wilkinson@dot.gov>     | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>       | Required |
| Worthy, Sharon (FMCSA) <sharon.worthy@dot.gov>       | Required |
| Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>       | Required |
| Mullen, Jim (FMCSA) <jim.mullen@dot.gov>             | Required |

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▲ **Time** 3:00 PM – 3:30 PM  
**Subject** Interview with Nicole Nason  
**Location** CoS Office

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>             | <b>Attendance</b> |
|------------------|----------------------------------------|-------------------|
|                  | Simon, Doug (OST) <doug.simon@dot.gov> | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov> | Required          |

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▲ **Time** 4:00 PM – 4:30 PM  
**Subject** Interview w/(b) (6)  
**Location** S2's Office

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                 | <b>Attendance</b> |
|------------------|--------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov> | Organizer         |
|                  | Simon, Doug (OST) <doug.simon@dot.gov>     | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>     | Required          |

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**Friday, June 15, 2018**

▲ **Time** 8:30 AM – 9:00 AM  
**Subject** Senior Staff Meeting  
**Location** Secretary Conference Room

**Attendees**

| Name <E-mail>                                          | Attendance |
|--------------------------------------------------------|------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>             | Organizer  |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>               | Required   |
| Nelson, Keith (OST) <keith.nelson@dot.gov>             | Required   |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                 | Required   |
| McInerney, Marianne (OST) <marianne.mcinerney@dot.gov> | Required   |
| Inman, Todd (OST) <todd.inman@dot.gov>                 | Required   |
| Kan, Derek (OST) <derek.kan@dot.gov>                   | Required   |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>       | Required   |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>           | Required   |

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▲ **Time** 9:15 AM – 9:30 AM  
**Subject** Mcg, passport

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▲ **Time** 10:00 AM – 10:30 AM  
**Subject** Red Folder

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▲ **Time** 10:15 AM – 10:45 AM  
**Subject** Management Discussion  
**Location** S2's Office

**Attendees**

| Name <E-mail>                              | Attendance |
|--------------------------------------------|------------|
| Deputy Scheduler <DeputyScheduler@dot.gov> | Organizer  |
| Burr, Geoff (OST) <geoff.burr@dot.gov>     | Required   |
| Nelson, Keith (OST) <keith.nelson@dot.gov> | Required   |

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▲ **Time** 12:30 PM – 1:30 PM  
**Subject** Lunch with Paul Johnson  
**Location** Secretary's Office

**Attendees**

| Name <E-mail> | Attendance |
|---------------|------------|
|---------------|------------|

|                                                          |           |
|----------------------------------------------------------|-----------|
| SecretaryScheduler (OST)<br><SecretaryScheduler@dot.gov> | Organizer |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                   | Required  |
| Guyenn, Michelle (OST) <Michelle.D.Guyenn@dot.gov>       | Required  |
| Tucker, Deva (OST) <Deva.Tucker@dot.gov>                 | Required  |
| Virginia, Tiffany (OST) <Tiffany.Virginia@dot.gov>       | Required  |

▲ **Time** 3:00 PM – 3:45 PM  
**Subject** Interview with Adriana Kania For Scheduler  
**Location** CoS Office

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>             | <b>Attendance</b> |
|------------------|----------------------------------------|-------------------|
|                  | Simon, Doug (OST) <doug.simon@dot.gov> | Organizer         |
|                  | Inman, Todd (OST) <todd.inman@dot.gov> | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov> | Required          |

▲ **Time** 5:30 PM – 6:00 PM  
**Subject** Wrap Up  
**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
|                  | Nelson, Keith (OST) <keith.nelson@dot.gov>                | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                    | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                      | Required          |
|                  | Genero, Laura (OST) <Laura.Genero@dot.gov>                | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |

**Monday, June 18, 2018**

▲ **Time** 8:30 AM – 9:00 AM  
**Subject** Senior Staff Meeting  
**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
|                  | Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required          |
|                  | Nelson, Keith (OST) <keith.nelson@dot.gov>                | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Furman, Jon (OST) <jon.furman@dot.gov>                    | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                    | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                      | Required          |
|                  | Genero, Laura (OST) <Laura.Genero@dot.gov>                | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |
|                  | Owens, James (OST) <James.Owens@dot.gov>                  | Required          |

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▲ **Time** 11:00 AM – 11:30 AM  
**Subject** FTA Dear Colleague Letter  
**Location** S2 Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | Williams, Jane (FTA) <k.jane.williams@dot.gov>            | Required          |
|                  | Newman, Philip (OST) <philip.newman@dot.gov>              | Required          |

Burthey, Grover (OST) <grover.burthey@dot.gov> Required  
Kan, Derek (OST) <derek.kan@dot.gov> Optional

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▲ **Time** 2:30 PM – 3:00 PM  
**Subject** Shelley S. Hymes  
**Location** Geoff will call - (b) (6)  
**Attendees**

| Name <E-mail>                          | Attendance |
|----------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov> | Organizer  |
| Shelley Hymes (b) (6)                  | Required   |

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▲ **Time** 4:00 PM – 4:15 PM  
**Subject** Kathy Ray  
**Location** Geoff's office  
**Attendees**

| Name <E-mail>                          | Attendance |
|----------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov> | Organizer  |
| Ray, Kathy (OST) <Kathy.Ray@dot.gov>   | Required   |

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▲ **Time** 6:00 PM – 6:30 PM  
**Subject** Wrap Up  
**Location** Secretary's Conference Room  
**Attendees**

| Name <E-mail>                                          | Attendance |
|--------------------------------------------------------|------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>             | Organizer  |
| Nelson, Keith (OST) <keith.nelson@dot.gov>             | Required   |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                 | Required   |
| McInerney, Marianne (OST) <marianne.mcinerney@dot.gov> | Required   |
| Inman, Todd (OST) <todd.inman@dot.gov>                 | Required   |
| Kan, Derek (OST) <derek.kan@dot.gov>                   | Required   |
| Genero, Laura (OST) <Laura.Genero@dot.gov>             | Required   |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>       | Required   |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>           | Required   |

Knouse, Ruth (OST) <ruth.knouse@dot.gov> Required  
Owens, James (OST) <James.Owens@dot.gov> Required

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▲ **Time** 7:00 PM – 8:00 PM  
**Subject** (b) (6)

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**Tuesday, June 19, 2018**

▲ **Time** 8:30 AM – 9:00 AM  
**Subject** Senior Staff Meeting  
**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
|                  | Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required          |
|                  | Nelson, Keith (OST) <keith.nelson@dot.gov>                | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                    | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                      | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |

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▲ **Time** 9:30 AM – 10:00 AM  
**Subject** Weekly Modal Administrator's Meeting  
**Location** Lincoln Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                         | <b>Attendance</b> |
|------------------|----------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>         | Organizer         |
|                  | Scovel, Calvin L <OIG> <calvin.scovel@oig.dot.gov> | Required          |
|                  | Elliott, Skip (PHMSA) <howard.elliott@dot.gov>     | Required          |
|                  | Behm, Mitchell <OIG> <mitchell.behm@oig.dot.gov>   | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>   | Required          |

|                                                              |          |
|--------------------------------------------------------------|----------|
| Batory, Ronald (FRA) <ronald.batory@dot.gov>                 | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>                     | Required |
| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>                 | Required |
| Basile, Gabrielle (OST) <gabrielle.basile@dot.gov>           | Required |
| Edwards, Sara (OST) <sara.edwards@dot.gov>                   | Required |
| Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov>     | Required |
| Walker, Cheryl (FHWA) <cheryl.walker@dot.gov>                | Required |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                       | Required |
| Buzby, Mark (MARAD) <mark.buzby@dot.gov>                     | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                   | Required |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required |
| Hildebrand, Vicki (OST) <victoria.hildebrand@dot.gov>        | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                       | Required |
| James, Charles (OST) <charles.james@dot.gov>                 | Required |
| King, Heidi (NHTSA) <heidi.king@dot.gov>                     | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                     | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov>    | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>                 | Required |
| Morgan, Owen (OST) <owen.morgan@dot.gov>                     | Required |
| Morris, Willis (OST) <willis.morris@dot.gov>                 | Required |
| Nelson, Keith (OST) <keith.nelson@dot.gov>                   | Required |
| Owens, James (OST) <James.Owens@dot.gov>                     | Required |

|                                                            |          |
|------------------------------------------------------------|----------|
| Pearce, Drue (PHMSA) <drue.pearce@dot.gov>                 | Required |
| Ray, James (OST) <Jim.Ray@dot.gov>                         | Required |
| Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>       | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>             | Required |
| Baldwin, Kristen (OST) <kristen.baldwin@dot.gov>           | Required |
| Callender, Duane (FHWA) <Duane.Callender@dot.gov>          | Required |
| Danielson, Jack (NHTSA) <jack.danielson@dot.gov>           | Required |
| Farley, Audrey (OST) <Audrey.Farley@dot.gov>               | Required |
| Hurdle, Lana (OST) <Lana.Hurdle@dot.gov>                   | Required |
| Jefferson, Daphne (OST) <daphne.jefferson@dot.gov>         | Required |
| Kaleta, Judy (OST) <Judy.Kaleta@dot.gov>                   | Required |
| Lefevre, Maria (OST) <maria.lefevre@dot.gov>               | Required |
| McMillan, Howard (PHMSA)<br><howard.mcmillan@dot.gov>      | Required |
| Middlebrook, Craig (SLS) <Craig.Middlebrook@dot.gov>       | Required |
| Nissenbaum, Paul (FRA) <paul.nissenbaum@dot.gov>           | Required |
| Szabat, Joel (OST) <Joel.Szabat@dot.gov>                   | Required |
| Washington, Keith (OST) <Keith.Washington@dot.gov>         | Required |
| Welbes, Matt (FTA) <Matt.Welbes@dot.gov>                   | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                       | Required |
| Martinez, Raymond P. (FMCSA)<br><Raymond.Martinez@dot.gov> | Required |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>               | Required |
| Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>         | Required |



Fulton, Finch (OST) <Finch.Fulton@dot.gov> Required  
Garg, Arjun <arjun.garg@dot.gov> Required

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▲ **Time** 2:00 PM – 2:45 PM  
**Subject** NY/NJ  
**Location** S2 Conference Room

**Attendees**

| Name <E-mail>                                             | Attendance |
|-----------------------------------------------------------|------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer  |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required   |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required   |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required   |
| Ray, James (OST) <Jim.Ray@dot.gov>                        | Required   |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required   |
| Kramer, John (OST) <John.Kramer@dot.gov>                  | Required   |
| Newman, Philip (OST) <philip.newman@dot.gov>              | Required   |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>            | Required   |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>              | Required   |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>                | Required   |
| Hess, Chris (FRA) <christopher.hess@dot.gov>              | Required   |
| Garg, Arjun <arjun.garg@dot.gov>                          | Required   |
| Burthey, Grover (OST) <grover.burthey@dot.gov>            | Required   |
| Gibson, Mekila (OST) <mekila.gibson@dot.gov>              | Required   |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>            | Required   |

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**Wednesday, June 20, 2018**

▲ **Time** 8:30 AM – 9:00 AM  
**Subject** Senior Staff Meeting  
**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
|                  | Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required          |
|                  | Nelson, Keith (OST) <keith.nelson@dot.gov>                | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                    | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                      | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |

▲ **Time** 9:30 AM – 10:00 AM

**Subject** Joel Szabat - National Advisory Committee on Travel & Tourism Infrastructure (NACTII)

**Location** Geoff's office W90-314

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>               | <b>Attendance</b> |
|------------------|------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>   | Organizer         |
|                  | Szabat, Joel (OST) <Joel.Szabat@dot.gov> | Required          |

▲ **Time** 10:30 AM – 11:15 AM

**Subject** Interview with (b) (6) for Scheduler

**Location** Burr's Office

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>             | <b>Attendance</b> |
|------------------|----------------------------------------|-------------------|
|                  | Simon, Doug (OST) <doug.simon@dot.gov> | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov> | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov> | Required          |

▲ **Time** 5:00 PM – 5:30 PM

**Subject** Maryland Tolling Proposal

**Location** S2 Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b> | <b>Attendance</b> |
|------------------|----------------------------|-------------------|
|------------------|----------------------------|-------------------|

|                                                |           |
|------------------------------------------------|-----------|
| Deputy Scheduler <DeputyScheduler@dot.gov>     | Organizer |
| Owens, James (OST) <James.Owens@dot.gov>       | Required  |
| Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>      | Required  |
| Ray, James (OST) <Jim.Ray@dot.gov>             | Required  |
| Bedell, Anthony (OST) <anthony.bedell@dot.gov> | Required  |
| Burthey, Grover (OST) <grover.burthey@dot.gov> | Required  |
| Burr, Geoff (OST) <geoff.burr@dot.gov>         | Required  |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov> | Required  |
| Walker, Cheryl (FHWA) <cheryl.walker@dot.gov>  | Required  |
| Parker, Mala (FHWA) <mala.parker@dot.gov>      | Required  |

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**Thursday, June 21, 2018**



**Time** 8:30 AM – 9:00 AM

**Subject** Senior Staff Meeting

**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
|                  | Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required          |
|                  | Nelson, Keith (OST) <keith.nelson@dot.gov>                | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                    | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                      | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |



**Time** 9:00 AM – 9:30 AM

**Subject** Weekly (Non-Career) Staff Meeting  
**Location** ConfRm-HQ-Lincoln Room (OST)  
**Recurrence** Occurs every Thursday effective 6/7/2018 until 6/28/2018 from 9:00 AM to 9:30 AM  
**Attendees**

| Name <E-mail>                                           | Attendance |
|---------------------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                  | Organizer  |
| Martinez, Raymond P. (FMCSA) <Raymond.Martinez@dot.gov> | Required   |
| Koehlke, Alex <Alex.Koehlke@dot.gov>                    | Required   |
| Riccardo, George (OST) <george.riccardo@dot.gov>        | Required   |
| Smeda, Elisabeth <AWA> <elisabeth.smeda@faa.gov>        | Required   |
| Plans, Barry (OST) <barry.plans@dot.gov>                | Required   |
| Etchen, Alex (OST) <alex.etchen@dot.gov>                | Required   |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>          | Required   |
| Post, Andy (OST) <Andy.Post@dot.gov>                    | Required   |
| Dombrowski, Eileen (OST) <Eileen.Dombrowski@dot.gov>    | Required   |
| King, Heidi (NHTSA) <heidi.king@dot.gov>                | Required   |
| Graham, Douglas (OST) <douglas.graham@dot.gov>          | Required   |
| Kania, Adriana (OST) <adriana.kania@dot.gov>            | Required   |
| Curto, Michael (OST) <Michael.Curto@dot.gov>            | Required   |
| Elliott, Skip (PHMSA) <howard.elliott@dot.gov>          | Required   |
| Hess, Chris (FRA) <christopher.hess@dot.gov>            | Required   |
| Wilkinson, James (OST) <james.wilkinson@dot.gov>        | Required   |
| Owens, James (OST) <James.Owens@dot.gov>                | Required   |
| Kramer, John (OST) <John.Kramer@dot.gov>                | Required   |
| Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov>  | Required   |

|                                                              |          |
|--------------------------------------------------------------|----------|
| Bradford, Stephen (OST) <stephen.bradford@dot.gov>           | Required |
| Reynard, Mike (FHWA) <mike.reynard@dot.gov>                  | Required |
| Smith, Loren (OST) <Loren.Smith@dot.gov>                     | Required |
| Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>             | Required |
| Parker, Mala (FHWA) <mala.parker@dot.gov>                    | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                     | Required |
| Kuo, Monica (OST) <monica.kuo@dot.gov>                       | Required |
| Worthy, Sharon (OST) <sharon.worthy@dot.gov>                 | Required |
| Cipriano, Peter (FRA) <peter.cipriano@dot.gov>               | Required |
| Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>               | Required |
| Furman, Jon (OST) <jon.furman@dot.gov>                       | Required |
| Poole, Sean (FMCSA) <sean.poole@dot.gov>                     | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                       | Required |
| Ray, James (OST) <Jim.Ray@dot.gov>                           | Required |
| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>                 | Required |
| Henry, Tina (OST) <tina.henry@dot.gov>                       | Required |
| Sylvester, Marco (OST) <marco.sylvester@dot.gov>             | Required |
| Smith, Geoff (OST) <geoff.smith@dot.gov>                     | Required |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required |
| Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>         | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                       | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>             | Required |
| Barnard, Brian (NHTSA) <brian.barnard@dot.gov>               | Required |

|                                                       |          |
|-------------------------------------------------------|----------|
| Kloster, Andrew (OST) <andrew.kloster@dot.gov>        | Required |
| Bedell, Anthony (OST) <anthony.bedell@dot.gov>        | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>            | Required |
| Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>        | Required |
| Kochman, Benjamin (OST)<br><benjamin.kochman@dot.gov> | Required |
| Nelson, Keith (OST) <keith.nelson@dot.gov>            | Required |
| Fraser, Bobby (PHMSA) <bobby.fraser@dot.gov>          | Required |
| Deck, Wiley (FMCSA) <wiley.deck@dot.gov>              | Required |
| Newman, Philip (FTA) <philip.newman@dot.gov>          | Required |
| Edwards, Sara (OST) <sara.edwards@dot.gov>            | Required |
| Cote, Gregory (OST) <gregory.cote@dot.gov>            | Required |
| Mullen, Jim (FMCSA) <jim.mullen@dot.gov>              | Required |
| Tucker, Deva (OST) <Deva.Tucker@dot.gov>              | Required |
| Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>    | Required |
| Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>             | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>        | Required |
| Morgan, Owen (OST) <owen.morgan@dot.gov>              | Required |
| James, Charles (OST) <charles.james@dot.gov>          | Required |
| Martin, Gregory (OST) <gregory.martin@dot.gov>        | Required |
| Simon, Doug (OST) <doug.simon@dot.gov>                | Required |
| Minock, Nick (OST) <nickolaus.minock@dot.gov>         | Required |
| Cheap, Casey (OST) <casey.cheap@dot.gov>              | Required |
| Roberti, Paul (PHMSA) <paul.roberti@dot.gov>          | Required |

|                                                           |          |
|-----------------------------------------------------------|----------|
| Batory, Ronald (FRA) <ronald.batory@dot.gov>              | Required |
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required |
| ConfRm-HQ-Lincoln Room (OST)<br><Lincoln.Room@dot.gov>    | Resource |
| Flowers, Darien <Darien.Flowers@dot.gov>                  | Required |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>                | Required |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>                | Required |
| Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>        | Required |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                    | Required |
| Mitton, Chris (OST) <chris.mitton@dot.gov>                | Required |
| Morrison, Jonathan (NHTSA)<br><Jonathan.Morrison@dot.gov> | Required |
| Morris, Willis (OST) <willis.morris@dot.gov>              | Required |
| Trippe, Charles <AWA> <charles.trippe@faa.gov>            | Required |
| Amereihn, Tina <AWA> <tina.amereihn@faa.gov>              | Required |
| Wang, Tim (OST) <tim.wang@dot.gov>                        | Required |
| Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov>  | Required |
| Chinn, Monica (OST) <monica.chinn@dot.gov>                | Required |
| Baker, Shana (FHWA) <Shana.Baker@dot.gov>                 | Required |
| Morabito, Cameron (OST)<br><cameron.morabito@dot.gov>     | Required |

Short, David (OST) <david.short@dot.gov> Required

Buzby, Mark (MARAD) <mark.buzby@dot.gov> Required

McMaster, Sean (OST) <sean.mcmaster@dot.gov> Required

Pearce, Drue (PHMSA) <drue.pearce@dot.gov> Required

Bonini, Kyle (FMCSA) <kyle.bonini@dot.gov> Required

Barbknecht, McKenzie (OST)  
<mckenzie.barbknecht@dot.gov> Required

Shaffer, Kirk <kirk.shaffer@faa.gov> Required

▲ **Time** 9:30 AM – 10:00 AM  
**Subject** Catch-up  
**Location** Geoff's office  
**Attendees**

| Name <E-mail>                          | Attendance |
|----------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov> | Organizer  |
| Moore, Allison (FRA) <A.Moore@dot.gov> | Required   |

▲ **Time** 10:00 AM – 10:15 AM  
**Subject** Grover Burthey  
**Location** Geoff's office  
**Attendees**

| Name <E-mail>                                  | Attendance |
|------------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>         | Organizer  |
| Burthey, Grover (OST) <grover.burthey@dot.gov> | Required   |

▲ **Time** 12:00 PM – 1:00 PM  
**Subject** Lunch - Victoria Barnes  
**Location** (b) (6)  
**Attendees**


| Name <E-mail>                          | Attendance |
|----------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov> | Organizer  |
| (b) (6)                                | Required   |

▲ **Time** 1:30 PM – 1:45 PM  
**Subject** Kathy Ray  
**Location** Geoff's office




| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>             | <b>Attendance</b> |
|------------------|----------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov> | Organizer         |
|                  | Ray, Kathy (OST) <Kathy.Ray@dot.gov>   | Required          |

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|                                                                                   |                                                           |                            |
|-----------------------------------------------------------------------------------|-----------------------------------------------------------|----------------------------|
|  | <b>Time</b> 2:00 PM – 2:30 PM                             |                            |
|                                                                                   | <b>Subject</b> CIG Policy Guidance                        |                            |
|                                                                                   | <b>Location</b> S2 Conference Room                        |                            |
|                                                                                   | <b>Attendees</b>                                          | <b>Name &lt;E-mail&gt;</b> |
|                                                                                   |                                                           | <b>Attendance</b>          |
|                                                                                   | Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer                  |
|                                                                                   | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required                   |
|                                                                                   | Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required                   |
|                                                                                   | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required                   |
|                                                                                   | Williams, Jane (FTA) <k.jane.williams@dot.gov>            | Required                   |
|                                                                                   | Kan, Derek (OST) <derek.kan@dot.gov>                      | Required                   |
|                                                                                   | Newman, Philip (OST) <philip.newman@dot.gov>              | Required                   |
|                                                                                   | Burthey, Grover (OST) <grover.burthey@dot.gov>            | Required                   |
|                                                                                   | Garg, Arjun <arjun.garg@dot.gov>                          | Required                   |

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|                                                                                     |                                                           |                            |
|-------------------------------------------------------------------------------------|-----------------------------------------------------------|----------------------------|
|  | <b>Time</b> 2:45 PM – 3:30 PM                             |                            |
|                                                                                     | <b>Subject</b> NY/NJ Follow-Up                            |                            |
|                                                                                     | <b>Location</b> S2 Conference Room                        |                            |
|                                                                                     | <b>Attendees</b>                                          | <b>Name &lt;E-mail&gt;</b> |
|                                                                                     |                                                           | <b>Attendance</b>          |
|                                                                                     | Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer                  |
|                                                                                     | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required                   |
|                                                                                     | Kan, Derek (OST) <derek.kan@dot.gov>                      | Required                   |
|                                                                                     | Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required                   |
|                                                                                     | Ray, James (OST) <Jim.Ray@dot.gov>                        | Required                   |
|                                                                                     | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required                   |

|                                                |          |
|------------------------------------------------|----------|
| Kramer, John (OST) <John.Kramer@dot.gov>       | Required |
| Newman, Philip (OST) <philip.newman@dot.gov>   | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov> | Required |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>   | Required |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>     | Required |
| Hess, Chris (FRA) <christopher.hess@dot.gov>   | Required |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>         | Required |
| Burthey, Grover (OST) <grover.burthey@dot.gov> | Required |
| Gibson, Mekila (OST) <mekila.gibson@dot.gov>   | Required |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov> | Required |

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▲ **Time** 5:00 PM – 5:15 PM

**Subject** Briefing on Dear Colleagues Roll Out

**Location** Secretary’s Conference Room

**Attendees**

| Name <E-mail>                                             | Attendance |
|-----------------------------------------------------------|------------|
| SecretaryScheduler (OST)<br><SecretaryScheduler@dot.gov>  | Organizer  |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required   |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required   |
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Required   |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                    | Required   |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required   |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>            | Required   |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required   |
| Newman, Philip (OST) <philip.newman@dot.gov>              | Required   |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required   |

Welbes, Matt (FTA) <Matt.Welbes@dot.gov> Required  
Williams, Jane (FTA) <k.jane.williams@dot.gov> Required  
Steinmann, Richard (FTA) <Richard.Steinmann@dot.gov> Optional

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▲ **Time** 7:00 PM – 8:00 PM  
**Subject** (b) (6)

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**Friday, June 22, 2018**

▲ **Time** All Day  
**Subject** (b) (6)

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▲ **Time** 8:30 AM – 9:00 AM  
**Subject** Senior Staff Meeting  
**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                             | <b>Attendance</b> |
|------------------|--------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>             | Organizer         |
|                  | Knouse, Ruth (OST) <ruth.knouse@dot.gov>               | Required          |
|                  | Nelson, Keith (OST) <keith.nelson@dot.gov>             | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                 | Required          |
|                  | McInerney, Marianne (OST) <marianne.mcinerney@dot.gov> | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                 | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                   | Required          |
|                  | Genero, Laura (OST) <Laura.Genero@dot.gov>             | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>       | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>           | Required          |
|                  | Ray, James (OST) <Jim.Ray@dot.gov>                     | Required          |

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▲ **Time** 9:30 AM – 10:00 AM  
**Subject** Call TB

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▲ **Time** 4:30 PM – 5:00 PM

**Subject** Wrap Up  
**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                    | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                      | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |
|                  | Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>                  | Required          |

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**Monday, June 25, 2018**

▲ **Time** 8:30 AM – 9:00 AM  
**Subject** Senior Staff Meeting  
**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                                                | <b>Attendance</b> |
|------------------|-------------------------------------------------------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                                                    | Organizer         |
|                  | Knouse, Ruth (OST) <ruth.knouse@dot.gov>                                                  | Required          |
|                  | Nelson, Keith (OST) <keith.nelson@dot.gov>                                                | Required          |
|                  | McInerney, Marianne (OST)<br>(marianne.mcinerney@dot.gov)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                                                    | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                                                      | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>                                          | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>                                              | Required          |

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|       |                   |                                                           |                   |
|-------|-------------------|-----------------------------------------------------------|-------------------|
| ▲     | <b>Time</b>       | 10:30 AM – 11:00 AM                                       |                   |
|       | <b>Subject</b>    | Coffee with BJ                                            |                   |
|       | <b>Location</b>   | (b) (6)                                                   |                   |
| <hr/> |                   |                                                           |                   |
| ▲     | <b>Time</b>       | 12:00 PM – 1:00 PM                                        |                   |
|       | <b>Subject</b>    | Lunch Will Kinzel                                         |                   |
|       | <b>Categories</b> | Purple Category                                           |                   |
| <hr/> |                   |                                                           |                   |
| ▲     | <b>Time</b>       | 12:00 PM – 1:00 PM                                        |                   |
|       | <b>Subject</b>    | Lunch with Will Kinzel                                    |                   |
| <hr/> |                   |                                                           |                   |
| ▲     | <b>Time</b>       | 2:30 PM – 3:00 PM                                         |                   |
|       | <b>Subject</b>    | Mathew Lira                                               |                   |
|       | <b>Location</b>   | Mathew to call Geoff (b) (6)                              |                   |
|       | <b>Attendees</b>  | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|       |                   | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Organizer         |
|       |                   | Lira, Mathew L. EOP/WHO<br><(b) (6)>                      | Required          |
| <hr/> |                   |                                                           |                   |
| ▲     | <b>Time</b>       | 3:00 PM – 3:30 PM                                         |                   |
|       | <b>Subject</b>    | Travel Questions Discussion                               |                   |
|       | <b>Location</b>   | S1 Conference Room                                        |                   |
|       | <b>Attendees</b>  | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|       |                   | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Organizer         |
|       |                   | Hurdle, Lana (OST) <Lana.Hurdle@dot.gov>                  | Required          |
|       |                   | Funk, Jennifer (OST) <Jennifer.Funk@dot.gov>              | Required          |
|       |                   | Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |
|       |                   | Kramer, John (OST) <John.Kramer@dot.gov>                  | Required          |
|       |                   | Kan, Derek (OST) <derek.kan@dot.gov>                      | Optional          |
| <hr/> |                   |                                                           |                   |
| ▲     | <b>Time</b>       | 6:00 PM – 6:30 PM                                         |                   |
|       | <b>Subject</b>    | Wrap Up                                                   |                   |
|       | <b>Location</b>   | Secretary's Conference Room                               |                   |
|       | <b>Attendees</b>  | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|       |                   | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Organizer         |
|       |                   | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |

|                                                  |          |
|--------------------------------------------------|----------|
| Furman, Jon (OST) <jon.furman@dot.gov>           | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>           | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>             | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>       | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> | Required |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>     | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>         | Required |

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**Tuesday, June 26, 2018**

▲ **Time** 8:30 AM – 9:00 AM  
**Subject** Senior Staff Meeting  
**Location** Secretary's Conference Room  
**Recurrence** Occurs every Monday, Tuesday, Wednesday, Thursday, and Friday effective 6/25/2018 until 6/29/2018 from 8:30 AM to 9:00 AM

**Attendees**

| Name <E-mail>                                                                             | Attendance |
|-------------------------------------------------------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                                                    | Organizer  |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                                                  | Required   |
| Nelson, Keith (OST) <keith.nelson@dot.gov>                                                | Required   |
| McInerney, Marianne (OST)<br>(marianne.mcinerney@dot.gov)<br><marianne.mcinerney@dot.gov> | Required   |
| Inman, Todd (OST) <todd.inman@dot.gov>                                                    | Required   |
| Kan, Derek (OST) <derek.kan@dot.gov>                                                      | Required   |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>                                          | Required   |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>                                              | Required   |

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▲ **Time** 5:30 PM – 6:00 PM  
**Subject** QFR Update  
**Location** Secretary's Conference Room

**Attendees**

| Name <E-mail> | Attendance |
|---------------|------------|
|---------------|------------|

|                                                           |           |
|-----------------------------------------------------------|-----------|
| SecretaryScheduler (OST)<br><SecretaryScheduler@dot.gov>  | Organizer |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required  |
| Inman, Todd (OST) <todd.inman@dot.gov>                    | Required  |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required  |
| Kramer, John (OST) <John.Kramer@dot.gov>                  | Required  |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required  |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required  |

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▲ **Time** 7:00 PM – 8:00 PM  
**Subject** (b) (6)  
**Location** (b) (6)

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**Wednesday, June 27, 2018**

▲ **Time** 8:30 AM – 9:00 AM  
**Subject** Senior Staff  
**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                               | <b>Attendance</b> |
|------------------|----------------------------------------------------------|-------------------|
|                  | SecretaryScheduler (OST)<br><SecretaryScheduler@dot.gov> | Organizer         |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>             | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>         | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                   | Required          |
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>               | Required          |
|                  | Furman, Jon (OST) <jon.furman@dot.gov>                   | Required          |
|                  | Genero, Laura (OST) <Laura.Genero@dot.gov>               | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                   | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                     | Required          |
|                  | Knouse, Ruth (OST) <ruth.knouse@dot.gov>                 | Required          |

|                                                           |          |
|-----------------------------------------------------------|----------|
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Nelson, Keith (OST) <keith.nelson@dot.gov>                | Required |
| Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>            | Required |

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▲ **Time** 8:30 AM – 9:00 AM  
**Subject** Senior Staff Meeting  
**Location** Secretary's Conference Room  
**Recurrence** Occurs every Monday, Tuesday, Wednesday, Thursday, and Friday effective 6/25/2018 until 6/29/2018 from 8:30 AM to 9:00 AM

**Attendees**

| Name <E-mail>                                                                             | Attendance |
|-------------------------------------------------------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                                                    | Organizer  |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                                                  | Required   |
| Nelson, Keith (OST) <keith.nelson@dot.gov>                                                | Required   |
| McInerney, Marianne (OST)<br>(marianne.mcinerney@dot.gov)<br><marianne.mcinerney@dot.gov> | Required   |
| Inman, Todd (OST) <todd.inman@dot.gov>                                                    | Required   |
| Kan, Derek (OST) <derek.kan@dot.gov>                                                      | Required   |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>                                          | Required   |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>                                              | Required   |

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▲ **Time** 12:00 PM – 12:30 PM  
**Subject** DOT/Press Club  
 \*\*THIS IS AN AUTOMATED SHAREPOINT MESSAGE. Please do not reply to this email\*\*  
 Dear ADDOT\elesha.swann.ctr or POC,  
 Your request for a Chauffeur service has been approved.  
 Here are the details of your request.  
 Request Start Date: 6/27/2018 12:00  
 Request End Date and Time(if U-Drive):1/1/0001 :  
 Pick up location: DOT West New Jersey Pick Up

Destination(if Chauffeur request):National Press Club, 529 14th St. NW, 13th Floor, Washington, DC 20045  
 Also you can check the details of your requests at the link below:  
[http://our.dot.gov/team/ost.m90/MotorPool/SitePage s/Home.aspx](http://our.dot.gov/team/ost.m90/MotorPool/SitePage%20s/Home.aspx)  
 To modify your request please click this link to request a change:



<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/MinorChangeUserInput.aspx>

To cancel your request please click this link:

<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/Cancel%20Requests.aspx>

Thank you,

MotorPool

**Categories** Green Category

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**Time** 1:30 PM – 2:00 PM

**Subject** Press Club/DOT

**\*\*THIS IS AN AUTOMATED SHAREPOINT MESSAGE. Please do not reply to this email\*\***

Dear ADDOT\elesha.swann.ctr or POC,

Your request for a Chauffeur service has been approved.

Here are the details of your request.

Request Start Date: 6/27/2018 13:30

Request End Date and Time(if U-Drive):1/1/0001 :

Pick up location: National Press Club, 529 14th St. NW, 13th Floor, Washington, DC 20045

Destination(if Chauffeur request):DOT

Also you can check the details of your requests at the link below:

<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/Home.aspx>

To modify your request please click this link to request a change:

<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/MinorChangeUserInput.aspx>

To cancel your request please click this link:

<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/Cancel%20Requests.aspx>

Thank you,

MotorPool

**Categories** Green Category

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### Thursday, June 28, 2018



**Time** 8:30 AM – 9:00 AM

**Subject** Senior Staff Meeting

**Location** Secretary's Conference Room

**Recurrence** Occurs every Monday, Tuesday, Wednesday, Thursday, and Friday effective 6/25/2018 until 6/29/2018 from 8:30 AM to 9:00 AM

**Attendees** **Name <E-mail>**

**Attendance**

Burr, Geoff (OST) <geoff.burr@dot.gov>

Organizer

Knouse, Ruth (OST) <ruth.knouse@dot.gov>

Required

Nelson, Keith (OST) <keith.nelson@dot.gov>

Required

McInerney, Marianne (OST)  
(marianne.mcinerney@dot.gov)

Required

<marianne.mcinerney@dot.gov>

Inman, Todd (OST) <todd.inman@dot.gov> Required

Kan, Derek (OST) <derek.kan@dot.gov> Required

Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> Required

Sullivan, Adam (OST) <adam.sullivan@dot.gov> Required



**Time** 9:00 AM – 9:30 AM

**Subject** Weekly (Non-Career) Staff Meeting

**Location** ConfRm-HQ-Lincoln Room (OST)

**Recurrence** Occurs every Thursday effective 6/7/2018 until 6/28/2018 from 9:00 AM to 9:30 AM

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                 | <b>Attendance</b> |
|------------------|------------------------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                     | Organizer         |
|                  | Martinez, Raymond P. (FMCSA)<br><Raymond.Martinez@dot.gov> | Required          |
|                  | Koehlke, Alex <Alex.Koehlke@dot.gov>                       | Required          |
|                  | Riccardo, George (OST) <george.riccardo@dot.gov>           | Required          |
|                  | Smeda, Elisabeth <AWA> <elisabeth.smeda@faa.gov>           | Required          |
|                  | Plans, Barry (OST) <barry.plans@dot.gov>                   | Required          |
|                  | Etchen, Alex (OST) <alex.etchen@dot.gov>                   | Required          |
|                  | Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>             | Required          |
|                  | Post, Andy (OST) <Andy.Post@dot.gov>                       | Required          |
|                  | Dombrowski, Eileen (OST)<br><Eileen.Dombrowski@dot.gov>    | Required          |
|                  | King, Heidi (NHTSA) <heidi.king@dot.gov>                   | Required          |
|                  | Graham, Douglas (OST) <douglas.graham@dot.gov>             | Required          |
|                  | Kania, Adriana (OST) <adriana.kania@dot.gov>               | Required          |
|                  | Curto, Michael (OST) <Michael.Curto@dot.gov>               | Required          |

|                                                        |          |
|--------------------------------------------------------|----------|
| Elliott, Skip (PHMSA) <howard.elliott@dot.gov>         | Required |
| Hess, Chris (FRA) <christopher.hess@dot.gov>           | Required |
| Wilkinson, James (OST) <james.wilkinson@dot.gov>       | Required |
| Owens, James (OST) <James.Owens@dot.gov>               | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>               | Required |
| Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov> | Required |
| Bradford, Stephen (OST) <stephen.bradford@dot.gov>     | Required |
| Reynard, Mike (FHWA) <mike.reynard@dot.gov>            | Required |
| Smith, Loren (OST) <Loren.Smith@dot.gov>               | Required |
| Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>       | Required |
| Parker, Mala (FHWA) <mala.parker@dot.gov>              | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>               | Required |
| Kuo, Monica (OST) <monica.kuo@dot.gov>                 | Required |
| Worthy, Sharon (OST) <sharon.worthy@dot.gov>           | Required |
| Cipriano, Peter (FRA) <peter.cipriano@dot.gov>         | Required |
| Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>         | Required |
| Furman, Jon (OST) <jon.furman@dot.gov>                 | Required |
| Poole, Sean (FMCSA) <sean.poole@dot.gov>               | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                 | Required |
| Ray, James (OST) <Jim.Ray@dot.gov>                     | Required |
| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>           | Required |
| Henry, Tina (OST) <tina.henry@dot.gov>                 | Required |
| Sylvester, Marco (OST) <marco.sylvester@dot.gov>       | Required |

|                                                              |          |
|--------------------------------------------------------------|----------|
| Smith, Geoff (OST) <geoff.smith@dot.gov>                     | Required |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required |
| Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>         | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                       | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>             | Required |
| Barnard, Brian (NHTSA) <brian.barnard@dot.gov>               | Required |
| Kloster, Andrew (OST) <andrew.kloster@dot.gov>               | Required |
| Bedell, Anthony (OST) <anthony.bedell@dot.gov>               | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                   | Required |
| Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>               | Required |
| Kochman, Benjamin (OST)<br><benjamin.kochman@dot.gov>        | Required |
| Nelson, Keith (OST) <keith.nelson@dot.gov>                   | Required |
| Fraser, Bobby (PHMSA) <bobby.fraser@dot.gov>                 | Required |
| Deck, Wiley (FMCSA) <wiley.deck@dot.gov>                     | Required |
| Newman, Philip (FTA) <philip.newman@dot.gov>                 | Required |
| Edwards, Sara (OST) <sara.edwards@dot.gov>                   | Required |
| Cote, Gregory (OST) <gregory.cote@dot.gov>                   | Required |
| Mullen, Jim (FMCSA) <jim.mullen@dot.gov>                     | Required |
| Tucker, Deva (OST) <Deva.Tucker@dot.gov>                     | Required |
| Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>           | Required |
| Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>                    | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>               | Required |

|                                                           |          |
|-----------------------------------------------------------|----------|
| Morgan, Owen (OST) <owen.morgan@dot.gov>                  | Required |
| James, Charles (OST) <charles.james@dot.gov>              | Required |
| Martin, Gregory (OST) <gregory.martin@dot.gov>            | Required |
| Simon, Doug (OST) <doug.simon@dot.gov>                    | Required |
| Minock, Nick (OST) <nickolaus.minock@dot.gov>             | Required |
| Cheap, Casey (OST) <casey.cheap@dot.gov>                  | Required |
| Roberti, Paul (PHMSA) <paul.roberti@dot.gov>              | Required |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>              | Required |
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required |
| ConfRm-HQ-Lincoln Room (OST)<br><Lincoln.Room@dot.gov>    | Resource |
| Flowers, Darien <Darien.Flowers@dot.gov>                  | Required |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>                | Required |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>                | Required |
| Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>        | Required |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                    | Required |
| Mitton, Chris (OST) <chris.mitton@dot.gov>                | Required |
| Morrison, Jonathan (NHTSA)<br><Jonathan.Morrison@dot.gov> | Required |
| Morris, Willis (OST) <willis.morris@dot.gov>              | Required |
| Trippe, Charles <AWA> <charles.trippe@faa.gov>            | Required |

|                                                             |          |
|-------------------------------------------------------------|----------|
| Amereihn, Tina <AWA> <tina.amereihn@faa.gov>                | Required |
| Wang, Tim (OST) <tim.wang@dot.gov>                          | Required |
| Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov>    | Required |
| Chinn, Monica (OST) <monica.chinn@dot.gov>                  | Required |
| Baker, Shana (FHWA) <Shana.Baker@dot.gov>                   | Required |
| Morabito, Cameron (OST)<br><cameron.morabito@dot.gov>       | Required |
| Short, David (OST) <david.short@dot.gov>                    | Required |
| Buzby, Mark (MARAD) <mark.buzby@dot.gov>                    | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>                | Required |
| Pearce, Drue (PHMSA) <drue.pearce@dot.gov>                  | Required |
| Bonini, Kyle (FMCSA) <kyle.bonini@dot.gov>                  | Required |
| Barbknecht, McKenzie (OST)<br><mckenzie.barbknecht@dot.gov> | Required |
| Shaffer, Kirk <kirk.shaffer@faa.gov>                        | Required |

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▲ **Time** 1:30 PM – 2:10 PM  
**Subject** Paul Johnson  
**Location** GEOF's office

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>             | <b>Attendance</b> |
|------------------|----------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov> | Organizer         |
|                  | Paul Johnson (b) (6)                   | Required          |
|                  | Kevin Phillips (b) (6)                 | Required          |

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▲ **Time** 2:30 PM – 3:00 PM  
**Subject** NEMSAC Discussion  
**Location** Geoffs office

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>             | <b>Attendance</b> |
|------------------|----------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov> | Organizer         |

King, Heidi (NHTSA) <heidi.king@dot.gov>

Required

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▲ **Time** 3:00 PM – 3:30 PM  
**Subject** Craig Middlebrook  
**Location** Geoffs office (W90-314)  
**Attendees**

| Name <E-mail>                                        | Attendance |
|------------------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>               | Organizer  |
| Middlebrook, Craig (SLS) <Craig.Middlebrook@dot.gov> | Required   |

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▲ **Time** 6:00 PM – 6:30 PM  
**Subject** Wrap Up  
**Location** Secretary's Conference Room  
**Attendees**

| Name <E-mail>                                                                             | Attendance |
|-------------------------------------------------------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                                                    | Organizer  |
| McInerney, Marianne (OST)<br>(marianne.mcinerney@dot.gov)<br><marianne.mcinerney@dot.gov> | Required   |
| Inman, Todd (OST) <todd.inman@dot.gov>                                                    | Required   |
| Kan, Derek (OST) <derek.kan@dot.gov>                                                      | Required   |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                                                | Required   |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>                                          | Required   |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>                                              | Required   |
| Ruth Knouse (OST) (ruth.knouse@dot.gov)<br><ruth.knouse@dot.gov>                          | Required   |
| Kramer, John (OST) <John.Kramer@dot.gov>                                                  | Required   |
| McInerney, Marianne (OST)<br>(marianne.mcinerney@dot.gov)<br><marianne.mcinerney@dot.gov> | Required   |
| Inman, Todd (OST) <todd.inman@dot.gov>                                                    | Required   |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                                                | Required   |

Ruth Knouse (OST) (ruth.knouse@dot.gov) Required  
<ruth.knouse@dot.gov>

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**Friday, June 29, 2018**

▲ **Time** 8:30 AM – 9:00 AM  
**Subject** Senior Staff Meeting  
**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                                                | <b>Attendance</b> |
|------------------|-------------------------------------------------------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                                                    | Organizer         |
|                  | Knouse, Ruth (OST) <ruth.knouse@dot.gov>                                                  | Required          |
|                  | Nelson, Keith (OST) <keith.nelson@dot.gov>                                                | Required          |
|                  | McInerney, Marianne (OST)<br>(marianne.mcinerney@dot.gov)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                                                    | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                                                      | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>                                          | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>                                              | Required          |

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## Calendar Calendar

Sunday, July 1, 2018 – Tuesday, July 31, 2018

Time zone: (UTC-05:00) Eastern Time (US & Canada)

(Adjusted for Daylight Saving Time)

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### July 2018

Su Mo Tu We Th Fr Sa

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|    |                    |                    |                    |                    |                    |    |
|----|--------------------|--------------------|--------------------|--------------------|--------------------|----|
| 1  | <a href="#">2</a>  | <a href="#">3</a>  | 4                  | <a href="#">5</a>  | <a href="#">6</a>  | 7  |
| 8  | <a href="#">9</a>  | <a href="#">10</a> | <a href="#">11</a> | <a href="#">12</a> | <a href="#">13</a> | 14 |
| 15 | <a href="#">16</a> | <a href="#">17</a> | <a href="#">18</a> | <a href="#">19</a> | <a href="#">20</a> | 21 |
| 22 | <a href="#">23</a> | <a href="#">24</a> | <a href="#">25</a> | <a href="#">26</a> | <a href="#">27</a> | 28 |
| 29 | <a href="#">30</a> | <a href="#">31</a> |                    |                    |                    |    |

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- |   |                                                                     |            |                    |
|---|---------------------------------------------------------------------|------------|--------------------|
| ▲ | <a href="#">Senior Staff Meeting</a><br>Secretary's Conference Room | Mon, Jul 2 | 8:30 AM – 9:00 AM  |
|   | <a href="#">Lunch with Rob Chamberlin</a><br>(b) (6)                |            | 12:00 PM – 1:00 PM |
|   | <a href="#">FOIA</a><br>Geoff's office                              |            | 3:30 PM – 3:45 PM  |
|   | <a href="#">Wrap Up</a><br>Secretary's Conference Room              |            | 5:30 PM – 6:00 PM  |
- 
- |   |                                                                     |            |                     |
|---|---------------------------------------------------------------------|------------|---------------------|
| ▲ | <a href="#">Senior Staff Meeting</a><br>Secretary's Conference Room | Tue, Jul 3 | 8:30 AM – 9:00 AM   |
|   | <a href="#">FACA</a><br>Geoffs office                               |            | 12:00 PM – 12:05 PM |
- 
- |   |                                                                                   |            |                   |
|---|-----------------------------------------------------------------------------------|------------|-------------------|
| ▲ | <a href="#">Senior Staff</a><br>Secretary's Conference Room                       | Thu, Jul 5 | 8:30 AM – 9:00 AM |
|   | <a href="#">Senior Staff Meeting</a><br>Secretary's Conference Room               |            | 8:30 AM – 9:00 AM |
|   | <a href="#">Weekly (Non-Career) Staff Meeting</a><br>ConfRm-HQ-Lincoln Room (OST) |            | 9:00 AM – 9:30 AM |
|   | <a href="#">FTA Discussion</a><br>S2 Conference Room                              |            | 3:00 PM – 3:30 PM |
|   | <a href="#">Wrap Up</a><br>Secretary's Conference Room                            |            | 6:00 PM – 6:30 PM |
- 
- |   |                                                                     |            |                   |
|---|---------------------------------------------------------------------|------------|-------------------|
| ▲ | <a href="#">Senior Staff Meeting</a><br>Secretary's Conference Room | Fri, Jul 6 | 8:30 AM – 9:00 AM |
|---|---------------------------------------------------------------------|------------|-------------------|

|       |                                                                                                        |             |                     |
|-------|--------------------------------------------------------------------------------------------------------|-------------|---------------------|
|       | <a href="#">Interview with (b) (6) for EA position in S1</a>                                           |             | 9:15 AM – 9:45 AM   |
|       | Todd's Office                                                                                          |             |                     |
|       | <a href="#">C. Kunde (b) (6)</a>                                                                       |             | 10:00 AM – 11:00 AM |
| <hr/> |                                                                                                        |             |                     |
| ▲     | <a href="#">Senior Staff Meeting</a>                                                                   | Mon, Jul 9  | 8:30 AM – 9:00 AM   |
|       | Secretary's Conference Room                                                                            |             |                     |
|       | <a href="#">NY/NJ</a>                                                                                  |             | 10:00 AM – 10:30 AM |
|       | S2 Conference Room                                                                                     |             |                     |
|       | <a href="#">Food and Water Watch v. DOT--Secretarial Calendars</a>                                     |             | 1:00 PM – 1:30 PM   |
|       | Geoffs office W90-314                                                                                  |             |                     |
|       | <a href="#">Rollout of RFI on Distribution of Airline Fare, Schedule, and Availability Information</a> |             | 2:30 PM – 3:00 PM   |
|       | S1 Conference Room                                                                                     |             |                     |
|       | <a href="#">Orientation - Ariel Wolf (S2 Senior Council)</a>                                           |             | 4:00 PM – 4:15 PM   |
|       | Geoff's office                                                                                         |             |                     |
|       | <a href="#">Food and Water Watch v. DOT--Secretarial Calendars</a>                                     |             | 4:30 PM – 5:00 PM   |
|       | Geoff's office                                                                                         |             |                     |
|       | <a href="#">Wrap Up</a>                                                                                |             | 6:00 PM – 6:30 PM   |
|       | Secretary's Conference Room                                                                            |             |                     |
| <hr/> |                                                                                                        |             |                     |
| ▲     | <a href="#">Senior Staff Meeting</a>                                                                   | Tue, Jul 10 | 8:30 AM – 9:00 AM   |
|       | Secretary's Conference Room                                                                            |             |                     |
|       | <a href="#">Weekly Modal Administrator's Meeting</a>                                                   |             | 9:30 AM – 10:00 AM  |
|       | Lincoln Conference Room                                                                                |             |                     |
|       | <a href="#">Motorpool</a>                                                                              |             | 10:00 AM – 10:30 AM |
|       | <a href="#">Motorpool</a>                                                                              |             | 11:30 AM – 12:00 PM |
|       | <a href="#">FTA Letters</a>                                                                            |             | 11:40 AM – 12:00 PM |
|       | S2 Conference Room                                                                                     |             |                     |
|       | <a href="#">Shane Karr (b) (6)</a>                                                                     |             | 3:00 PM – 4:00 PM   |
|       | <a href="#">Document Review</a>                                                                        |             | 4:00 PM – 5:00 PM   |
|       | <a href="#">Wrap Up</a>                                                                                |             | 6:00 PM – 6:30 PM   |
|       | Secretary's Conference Room                                                                            |             |                     |
| <hr/> |                                                                                                        |             |                     |
| ▲     | <a href="#">Senior Staff Meeting</a>                                                                   | Wed, Jul 11 | 8:30 AM – 9:00 AM   |
|       | Secretary's Conference Room                                                                            |             |                     |
|       | <a href="#">(b) (6)</a>                                                                                |             | 5:30 PM – 8:30 PM   |
|       | <a href="#">(b) (6)</a>                                                                                |             |                     |
|       | <a href="#">Wrap Up</a>                                                                                |             | 6:00 PM – 6:30 PM   |
|       | Secretary's Conference Room                                                                            |             |                     |

|                                           |                                                          |                                      |                     |                   |
|-------------------------------------------|----------------------------------------------------------|--------------------------------------|---------------------|-------------------|
| ▲                                         | <a href="#">GEOFF BURR LEADING: Senior Staff Meeting</a> | Thu, Jul 12                          | 8:30 AM – 9:00 AM   |                   |
|                                           | Secretary's Conference Room                              |                                      |                     |                   |
|                                           | <a href="#">Weekly (Non-Career) Staff Meeting</a>        |                                      | 9:00 AM – 9:30 AM   |                   |
|                                           | ConfRm-HQ-Lincoln Room (OST)                             |                                      |                     |                   |
|                                           | <a href="#">TRSA Leadership/Company Owners Fly-In</a>    |                                      | 9:45 AM – 10:30 AM  |                   |
|                                           | Lincoln Room                                             |                                      |                     |                   |
|                                           | (b) (6) <a href="#">Personal</a>                         |                                      | 10:30 AM – 11:00 AM |                   |
| ▲                                         | <a href="#">Interview with Cameron Morabito</a>          |                                      | 11:00 AM – 11:30 AM |                   |
|                                           | Geoff's Office                                           |                                      |                     |                   |
|                                           | <a href="#">John Motley</a>                              |                                      | 2:00 PM – 2:30 PM   |                   |
|                                           | <a href="#">Wrap Up</a>                                  |                                      | 6:00 PM – 6:30 PM   |                   |
|                                           | Secretary's Conference Room                              |                                      |                     |                   |
|                                           | <hr/>                                                    |                                      |                     |                   |
|                                           | ▲                                                        | <a href="#">Senior Staff Meeting</a> | Fri, Jul 13         | 8:30 AM – 9:00 AM |
| Secretary's Conference Room               |                                                          |                                      |                     |                   |
| <a href="#">HOLD</a>                      |                                                          |                                      | 1:00 PM – 5:00 PM   |                   |
| ▲                                         | <a href="#">Wrap Up</a>                                  |                                      | 5:30 PM – 6:00 PM   |                   |
|                                           | S1 Conference Room                                       |                                      |                     |                   |
|                                           | <hr/>                                                    |                                      |                     |                   |
| ▲                                         | <a href="#">Senior Staff Meeting</a>                     | Mon, Jul 16                          | 8:30 AM – 9:00 AM   |                   |
|                                           | Secretary's Conference Room                              |                                      |                     |                   |
|                                           | <a href="#">WMATA</a>                                    |                                      | 9:30 AM – 10:00 AM  |                   |
|                                           | S2 Conference Room                                       |                                      |                     |                   |
|                                           | <a href="#">FTA CIG meeting</a>                          |                                      | 10:00 AM – 10:30 AM |                   |
|                                           | S2's Conference Room                                     |                                      |                     |                   |
|                                           | <a href="#">Aspen fireside chat</a>                      |                                      | 11:00 AM – 11:30 AM |                   |
| ▲                                         | S1 Conference Room                                       |                                      |                     |                   |
|                                           | <a href="#">Finch Fulton</a>                             |                                      | 1:30 PM – 2:00 PM   |                   |
|                                           | Geoff's office                                           |                                      |                     |                   |
|                                           | <a href="#">Wrap Up</a>                                  |                                      | 6:00 PM – 6:30 PM   |                   |
|                                           | S1 Conference Room                                       |                                      |                     |                   |
|                                           | <hr/>                                                    |                                      |                     |                   |
|                                           | ▲                                                        | <a href="#">Senior Staff Meeting</a> | Tue, Jul 17         | 8:30 AM – 9:00 AM |
| Secretary's Conference Room               |                                                          |                                      |                     |                   |
| <a href="#">FMCSA Updates</a>             |                                                          |                                      | 10:00 AM – 10:30 AM |                   |
| Geoff's office                            |                                                          |                                      |                     |                   |
| <a href="#">AV Proving Ground Rollout</a> |                                                          |                                      | 10:15 AM – 11:00 AM |                   |
| Deputy Secretary's Conference Room        |                                                          |                                      |                     |                   |
| <a href="#">Jay B. Perron</a>             |                                                          |                                      | 2:00 PM – 2:30 PM   |                   |
| Geoff will call Jay (b) (6)               |                                                          |                                      |                     |                   |
| ▲                                         | <a href="#">Hold</a>                                     |                                      | 2:30 PM – 3:00 PM   |                   |
|                                           | <a href="#">Wrap Up</a>                                  |                                      | 5:00 PM – 5:30 PM   |                   |
|                                           | S1 Conference Room                                       |                                      |                     |                   |

|       |                                                                                     |             |                     |
|-------|-------------------------------------------------------------------------------------|-------------|---------------------|
| ▲     | <a href="#">Senior Staff Meeting</a><br>Secretary's Conference Room                 | Wed, Jul 18 | 8:30 AM – 9:00 AM   |
|       | <a href="#">Chicago Loop Project</a><br>S2 Conference Room                          |             | 11:00 AM – 11:30 AM |
|       | <a href="#">Kathy Ray</a><br>Geoff's office                                         |             | 1:30 PM – 1:45 PM   |
| <hr/> |                                                                                     |             |                     |
| ▲     | <a href="#">Senior Staff Meeting</a><br>Secretary's Conference Room                 | Thu, Jul 19 | 8:30 AM – 9:00 AM   |
|       | <a href="#">Weekly (Non-Career) Staff Meeting</a><br>ConfRm-HQ-Lincoln Room (OST)   |             | 9:00 AM – 9:30 AM   |
|       | <a href="#">Wrap Up</a><br>S1 Conference Room                                       |             | 6:00 PM – 6:30 PM   |
| <hr/> |                                                                                     |             |                     |
| ▲     | <b>Private Appointment</b>                                                          | Fri, Jul 20 |                     |
|       | <a href="#">Senior Staff Meeting</a><br>Secretary's Conference Room                 | Fri, Jul 20 | 8:30 AM – 9:00 AM   |
|       | <a href="#">Desk Time/Red Folders</a>                                               |             | 9:00 AM – 12:00 PM  |
|       | <a href="#">FW: Lunch at EDR</a><br>EDR                                             |             | 12:00 PM – 1:00 PM  |
|       | <a href="#">Lunch</a>                                                               |             | 12:00 PM – 1:30 PM  |
|       | <a href="#">AV Steering Committee</a><br>Lincoln Conference Room                    |             | 2:30 PM – 3:30 PM   |
|       | <a href="#">Wrap Up</a><br>S1 Conference Room                                       |             | 5:30 PM – 6:00 PM   |
| <hr/> |                                                                                     |             |                     |
| ▲     | <a href="#">Senior Staff Meeting</a><br>Secretary's Conference Room                 | Mon, Jul 23 | 8:30 AM – 9:00 AM   |
|       | <a href="#">Coffee - Ayesha Molino</a><br>(b) (6)                                   |             | 10:00 AM – 11:00 AM |
|       | <a href="#">Interview with</a> (b) (6)<br>Geoff's Office                            |             | 11:15 AM – 11:45 AM |
|       | <a href="#">Lunch - Susan Beals</a><br>TBD                                          |             | 12:00 PM – 1:00 PM  |
|       | <a href="#">Contract Towers huddle</a><br>OST                                       |             | 2:30 PM – 3:00 PM   |
|       | <a href="#">Wrap Up</a><br>Secretary's Conference Room                              |             | 6:00 PM – 6:30 PM   |
| <hr/> |                                                                                     |             |                     |
| ▲     | <a href="#">Senior Staff Meeting</a><br>Secretary's Conference Room                 | Tue, Jul 24 | 8:30 AM – 9:00 AM   |
|       | <a href="#">DOT/WH</a>                                                              |             | 10:00 AM – 10:30 AM |
|       | <a href="#">Pre-Meeting on the FY 2020 OST Budget</a><br>B1 Conference Room W95-310 |             | 10:30 AM – 11:15 AM |
|       | <a href="#">DOT/WH</a>                                                              |             | 11:30 AM – 12:00 PM |

|       |                                                             |             |                     |
|-------|-------------------------------------------------------------|-------------|---------------------|
|       | <a href="#">Meeting w/S2 &amp; Cal Scovel</a>               |             | 4:30 PM – 5:00 PM   |
|       | S2's Office                                                 |             |                     |
|       | <a href="#">OIG</a>                                         |             | 4:30 PM – 5:00 PM   |
| <hr/> |                                                             |             |                     |
| ▲     | <a href="#">Personnel Discussion</a>                        | Wed, Jul 25 | 9:30 AM – 10:00 AM  |
|       | Geoff Burr's Office                                         |             |                     |
|       | <a href="#">OST FY2020 Budget Briefing</a>                  |             | 2:00 PM – 3:00 PM   |
|       | Secretary's conference room                                 |             |                     |
|       | <a href="#">Wrap Up</a>                                     |             | 6:00 PM – 6:30 PM   |
|       | Secretary's Conference Room                                 |             |                     |
| <hr/> |                                                             |             |                     |
| ▲     | <a href="#">Weekly (Non-Career) Staff Meeting</a>           | Thu, Jul 26 | 9:00 AM – 9:30 AM   |
|       | ConfRm-HQ-Lincoln Room (OST)                                |             |                     |
|       | (b) (6)                                                     |             | 11:00 AM – 1:00 PM  |
|       | <a href="#">Surface Transportation Reauthorization</a>      |             | 2:00 PM – 2:30 PM   |
|       | S2 Conference Room Dial-in # (b) (6)                        |             |                     |
|       | passcode: (b) (6)                                           |             |                     |
|       | <a href="#">Wrap Up</a>                                     |             | 6:00 PM – 6:30 PM   |
|       | Secretary's Conference Room                                 |             |                     |
| <hr/> |                                                             |             |                     |
| ▲     | <a href="#">Senior Staff Meeting</a>                        | Fri, Jul 27 | 8:30 AM – 9:00 AM   |
|       | Secretary's Conference Room                                 |             |                     |
|       | <a href="#">Non-Career Training Day Task Force</a>          |             | 11:30 AM – 12:00 PM |
|       | W80-302                                                     |             |                     |
|       | <a href="#">NHTSA CAFE</a>                                  |             | 3:30 PM – 4:00 PM   |
|       | S1 Conference Room                                          |             |                     |
| <hr/> |                                                             |             |                     |
| ▲     | <a href="#">Senior Staff Meeting</a>                        | Mon, Jul 30 | 8:30 AM – 9:00 AM   |
|       | Secretary's Conference Room                                 |             |                     |
|       | <a href="#">RED FOLDER</a>                                  |             | 9:30 AM – 11:00 AM  |
|       | <a href="#">CAFE Rollout Discussion</a>                     |             | 11:30 AM – 12:00 PM |
|       | S2 Conference Room                                          |             |                     |
|       | <a href="#">Lunch with Reed Cordish &amp; David Cordish</a> |             | 12:30 PM – 1:30 PM  |
|       | S1's Office                                                 |             |                     |
|       | <a href="#">FHWA FY2020 Budget Briefing</a>                 |             | 1:30 PM – 2:15 PM   |
|       | S2 Conference Room                                          |             |                     |
|       | <a href="#">Call David S.</a>                               |             | 2:30 PM – 3:00 PM   |
|       | <a href="#">NY/NJ</a>                                       |             | 2:30 PM – 3:00 PM   |
|       | S2 Conference Room                                          |             |                     |
|       | <a href="#">Tim Wang</a>                                    |             | 3:00 PM – 4:00 PM   |
|       | Geoff's office                                              |             |                     |
|       | <a href="#">NHTSA FY2020 Budget Briefing</a>                |             | 4:00 PM – 4:45 PM   |
|       | S2 Conference Room                                          |             |                     |
|       | <a href="#">CAFE Rollout Discussion</a>                     |             | 5:30 PM – 6:00 PM   |
|       | S2 Conference Room                                          |             |                     |

[Wrap Up](#) 6:00 PM – 6:30 PM  
Secretary's Conference Room

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▲ [Get speaker for Thursday meeting](#) Tue, Jul 31

[Senior Staff Meeting](#) Tue, Jul 31 8:30 AM – 9:00 AM  
Secretary's Conference Room

[Weekly Modal Administrator's Meeting](#) 9:30 AM – 10:00 AM  
Lincoln Conference Room

[Rollout FMCSA Hours of Service ANPRM](#) 10:30 AM – 11:00 AM  
S1 Conference Room

[PHMSA FY2020 Budget Briefing](#) 11:15 AM – 12:00 PM  
S2 Conference Room

[Sheila G](#) 1:30 PM – 2:00 PM

[Red Folders](#) 3:00 PM – 5:30 PM

[Wrap Up](#) 6:00 PM – 6:30 PM  
Secretary's Conference Room

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## Details

### Monday, July 2, 2018

▲ **Time** 8:30 AM – 9:00 AM

**Subject** Senior Staff Meeting

**Location** Secretary's Conference Room

**Recurrence** Occurs every Monday, Tuesday, Wednesday, Thursday, and Friday effective 7/2/2018 until 7/4/2018 from 8:30 AM to 9:00 AM

**Attendees**

| Name <E-mail>                                                                             | Attendance |
|-------------------------------------------------------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                                                    | Organizer  |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                                                  | Required   |
| Nelson, Keith (OST) <keith.nelson@dot.gov>                                                | Required   |
| McInerney, Marianne (OST)<br>(marianne.mcinerney@dot.gov)<br><marianne.mcinerney@dot.gov> | Required   |
| Inman, Todd (OST) <todd.inman@dot.gov>                                                    | Required   |
| Kan, Derek (OST) <derek.kan@dot.gov>                                                      | Required   |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>                                          | Required   |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>                                              | Required   |

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▲ **Time** 12:00 PM – 1:00 PM  
**Subject** Lunch with Rob Chamberlin  
**Location** (b) (6)

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>             | <b>Attendance</b> |
|------------------|----------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov> | Organizer         |
|                  | Rob Chamberlin (b) (6)                 | Required          |

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▲ **Time** 3:30 PM – 3:45 PM  
**Subject** FOIA  
**Location** Geoff's office

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>             | <b>Attendance</b> |
|------------------|----------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov> | Organizer         |
|                  | Ray, Kathy (OST) <Kathy.Ray@dot.gov>   | Required          |

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▲ **Time** 5:30 PM – 6:00 PM  
**Subject** Wrap Up  
**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                                                | <b>Attendance</b> |
|------------------|-------------------------------------------------------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                                                    | Organizer         |
|                  | McInerney, Marianne (OST)<br>(marianne.mcinerney@dot.gov)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                                                    | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                                                      | Required          |
|                  | Genero, Laura (OST) <Laura.Genero@dot.gov>                                                | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>                                          | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>                                              | Required          |
|                  | Ruth Knouse (OST) (ruth.knouse@dot.gov)<br><ruth.knouse@dot.gov>                          | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>                                                  | Required          |

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**Tuesday, July 3, 2018**

▲ **Time** 8:30 AM – 9:00 AM

**Subject** Senior Staff Meeting  
**Location** Secretary's Conference Room  
**Recurrence** Occurs every Monday, Tuesday, Wednesday, Thursday, and Friday effective 7/2/2018 until 7/4/2018 from 8:30 AM to 9:00 AM

**Attendees**

| Name <E-mail>                                                                             | Attendance |
|-------------------------------------------------------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                                                    | Organizer  |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                                                  | Required   |
| Nelson, Keith (OST) <keith.nelson@dot.gov>                                                | Required   |
| McInerney, Marianne (OST)<br>(marianne.mcinerney@dot.gov)<br><marianne.mcinerney@dot.gov> | Required   |
| Inman, Todd (OST) <todd.inman@dot.gov>                                                    | Required   |
| Kan, Derek (OST) <derek.kan@dot.gov>                                                      | Required   |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>                                          | Required   |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>                                              | Required   |

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▲ **Time** 12:00 PM – 12:05 PM  
**Subject** FACA  
**Location** Geoffs office

**Attendees**

| Name <E-mail>                                                           | Attendance |
|-------------------------------------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                                  | Organizer  |
| Morris, Willis (OST) (willis.morris@dot.gov)<br><willis.morris@dot.gov> | Required   |

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**Thursday, July 5, 2018**

▲ **Time** 8:30 AM – 9:00 AM  
**Subject** Senior Staff  
**Location** Secretary's Conference Room

**Attendees**

| Name <E-mail>                                            | Attendance |
|----------------------------------------------------------|------------|
| SecretaryScheduler (OST)<br><SecretaryScheduler@dot.gov> | Organizer  |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>         | Required   |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                   | Required   |



|                                                           |          |
|-----------------------------------------------------------|----------|
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                    | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Nelson, Keith (OST) <keith.nelson@dot.gov>                | Required |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                | Required |

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▲ **Time** 8:30 AM – 9:00 AM  
**Subject** Senior Staff Meeting  
**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
|                  | Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required          |
|                  | Nelson, Keith (OST) <keith.nelson@dot.gov>                | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                    | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                      | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |

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▲ **Time** 9:00 AM – 9:30 AM  
**Subject** Weekly (Non-Career) Staff Meeting  
**Location** ConfRm-HQ-Lincoln Room (OST)  
**Recurrence** Occurs every Thursday effective 7/5/2018 until 7/26/2018 from 9:00 AM to 9:30 AM

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                 | <b>Attendance</b> |
|------------------|------------------------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                     | Organizer         |
|                  | Martinez, Raymond P. (FMCSA)<br><Raymond.Martinez@dot.gov> | Required          |
|                  | Koehlke, Alex <Alex.Koehlke@dot.gov>                       | Required          |
|                  | Riccardo, George (OST) <george.riccardo@dot.gov>           | Required          |
|                  | Smeda, Elisabeth <AWA> <elisabeth.smeda@faa.gov>           | Required          |
|                  | Plans, Barry (OST) <barry.plans@dot.gov>                   | Required          |
|                  | Etchen, Alex (OST) <alex.etchen@dot.gov>                   | Required          |
|                  | Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>             | Required          |
|                  | Post, Andy (OST) <Andy.Post@dot.gov>                       | Required          |
|                  | Dombrowski, Eileen (OST)<br><Eileen.Dombrowski@dot.gov>    | Required          |
|                  | King, Heidi (NHTSA) <heidi.king@dot.gov>                   | Required          |
|                  | Graham, Douglas (OST) <douglas.graham@dot.gov>             | Required          |
|                  | Kania, Adriana (OST) <adriana.kania@dot.gov>               | Required          |
|                  | Curto, Michael (OST) <Michael.Curto@dot.gov>               | Required          |
|                  | Elliott, Skip (PHMSA) <howard.elliott@dot.gov>             | Required          |
|                  | Hess, Chris (FRA) <christopher.hess@dot.gov>               | Required          |
|                  | Wilkinson, James (OST) <james.wilkinson@dot.gov>           | Required          |
|                  | Owens, James (OST) <James.Owens@dot.gov>                   | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>                   | Required          |
|                  | Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov>     | Required          |
|                  | Bradford, Stephen (OST) <stephen.bradford@dot.gov>         | Required          |
|                  | Reynard, Mike (FHWA) <mike.reynard@dot.gov>                | Required          |

|                                                              |          |
|--------------------------------------------------------------|----------|
| Smith, Loren (OST) <Loren.Smith@dot.gov>                     | Required |
| Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>             | Required |
| Parker, Mala (FHWA) <mala.parker@dot.gov>                    | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                     | Required |
| Kuo, Monica (OST) <monica.kuo@dot.gov>                       | Required |
| Worthy, Sharon (OST) <sharon.worthy@dot.gov>                 | Required |
| Cipriano, Peter (FRA) <peter.cipriano@dot.gov>               | Required |
| Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>               | Required |
| Furman, Jon (OST) <jon.furman@dot.gov>                       | Required |
| Poole, Sean (FMCSA) <sean.poole@dot.gov>                     | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                       | Required |
| Ray, James (OST) <Jim.Ray@dot.gov>                           | Required |
| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>                 | Required |
| Henry, Tina (OST) <tina.henry@dot.gov>                       | Required |
| Sylvester, Marco (OST) <marco.sylvester@dot.gov>             | Required |
| Smith, Geoff (OST) <geoff.smith@dot.gov>                     | Required |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required |
| Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>         | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                       | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>             | Required |
| Barnard, Brian (NHTSA) <brian.barnard@dot.gov>               | Required |
| Kloster, Andrew (OST) <andrew.kloster@dot.gov>               | Required |
| Bedell, Anthony (OST) <anthony.bedell@dot.gov>               | Required |

|                                                       |          |
|-------------------------------------------------------|----------|
| Genero, Laura (OST) <Laura.Genero@dot.gov>            | Required |
| Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>        | Required |
| Kochman, Benjamin (OST)<br><benjamin.kochman@dot.gov> | Required |
| Nelson, Keith (OST) <keith.nelson@dot.gov>            | Required |
| Fraser, Bobby (PHMSA) <bobby.fraser@dot.gov>          | Required |
| Deck, Wiley (FMCSA) <wiley.deck@dot.gov>              | Required |
| Newman, Philip (FTA) <philip.newman@dot.gov>          | Required |
| Edwards, Sara (OST) <sara.edwards@dot.gov>            | Required |
| Cote, Gregory (OST) <gregory.cote@dot.gov>            | Required |
| Mullen, Jim (FMCSA) <jim.mullen@dot.gov>              | Required |
| Tucker, Deva (OST) <Deva.Tucker@dot.gov>              | Required |
| Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>    | Required |
| Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>             | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>        | Required |
| Morgan, Owen (OST) <owen.morgan@dot.gov>              | Required |
| James, Charles (OST) <charles.james@dot.gov>          | Required |
| Martin, Gregory (OST) <gregory.martin@dot.gov>        | Required |
| Simon, Doug (OST) <doug.simon@dot.gov>                | Required |
| Minock, Nick (OST) <nickolaus.minock@dot.gov>         | Required |
| Cheap, Casey (OST) <casey.cheap@dot.gov>              | Required |
| Roberti, Paul (PHMSA) <paul.roberti@dot.gov>          | Required |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>          | Required |
| Deputy Scheduler <DeputyScheduler@dot.gov>            | Required |

|                                                           |          |
|-----------------------------------------------------------|----------|
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required |
| ConfRm-HQ-Lincoln Room (OST)<br><Lincoln.Room@dot.gov>    | Resource |
| Flowers, Darien <Darien.Flowers@dot.gov>                  | Required |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>                | Required |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>                | Required |
| Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>        | Required |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                    | Required |
| Mitton, Chris (OST) <chris.mitton@dot.gov>                | Required |
| Morrison, Jonathan (NHTSA)<br><Jonathan.Morrison@dot.gov> | Required |
| Morris, Willis (OST) <willis.morris@dot.gov>              | Required |
| Trippe, Charles <AWA> <charles.trippe@faa.gov>            | Required |
| Amereihn, Tina <AWA> <tina.amereihn@faa.gov>              | Required |
| Wang, Tim (OST) <tim.wang@dot.gov>                        | Required |
| Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov>  | Required |
| Chinn, Monica (OST) <monica.chinn@dot.gov>                | Required |
| Baker, Shana (FHWA) <Shana.Baker@dot.gov>                 | Required |
| Morabito, Cameron (OST)<br><cameron.morabito@dot.gov>     | Required |
| Short, David (OST) <david.short@dot.gov>                  | Required |
| Buzby, Mark (MARAD) <mark.buzby@dot.gov>                  | Required |

|                                                             |          |
|-------------------------------------------------------------|----------|
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>                | Required |
| Pearce, Drue (PHMSA) <drue.pearce@dot.gov>                  | Required |
| Bonini, Kyle (FMCSA) <kyle.bonini@dot.gov>                  | Required |
| Barbknecht, McKenzie (OST)<br><mckenzie.barbknecht@dot.gov> | Required |
| Shaffer, Kirk <kirk.shaffer@faa.gov>                        | Required |

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▲ **Time** 3:00 PM – 3:30 PM  
**Subject** FTA Discussion  
**Location** S2 Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | Williams, Jane (FTA) <k.jane.williams@dot.gov>            | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                      | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |
|                  | McMaster, Sean (OST) <sean.mcmaster@dot.gov>              | Required          |

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▲ **Time** 6:00 PM – 6:30 PM  
**Subject** Wrap Up  
**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
|                  | Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required          |
|                  | Nelson, Keith (OST) <keith.nelson@dot.gov>                | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |

|                                                  |          |
|--------------------------------------------------|----------|
| Inman, Todd (OST) <todd.inman@dot.gov>           | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>             | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> | Required |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>     | Required |

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**Friday, July 6, 2018**

▲ **Time** 8:30 AM – 9:00 AM  
**Subject** Senior Staff Meeting  
**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                             | <b>Attendance</b> |
|------------------|--------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>             | Organizer         |
|                  | Knouse, Ruth (OST) <ruth.knouse@dot.gov>               | Required          |
|                  | Nelson, Keith (OST) <keith.nelson@dot.gov>             | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                 | Required          |
|                  | McInerney, Marianne (OST) <marianne.mcinerney@dot.gov> | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                 | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                   | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>       | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>           | Required          |

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▲ **Time** 9:15 AM – 9:45 AM  
**Subject** Interview with (b) (6) for EA position in S1  
**Location** Todd's Office

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>               | <b>Attendance</b> |
|------------------|------------------------------------------|-------------------|
|                  | Simon, Doug (OST) <doug.simon@dot.gov>   | Organizer         |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>   | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>   | Required          |
|                  | Hammonds, Sonya <sonya.hammonds@dot.gov> | Optional          |

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▲ **Time** 10:00 AM – 11:00 AM  
**Subject** C. Kunde  
**Location** (b)

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**Monday, July 9, 2018**

▲ **Time** 8:30 AM – 9:00 AM  
**Subject** Senior Staff Meeting  
**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
|                  | Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required          |
|                  | Nelson, Keith (OST) <keith.nelson@dot.gov>                | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                    | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                      | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |
|                  | Ray, James (OST) <Jim.Ray@dot.gov>                        | Required          |

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▲ **Time** 10:00 AM – 10:30 AM  
**Subject** NY/NJ  
**Location** S2 Conference Room  
Call Caryn for more details.

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |
|                  | Ray, James (OST) <Jim.Ray@dot.gov>                        | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |



|                                                |          |
|------------------------------------------------|----------|
| Kramer, John (OST) <John.Kramer@dot.gov>       | Required |
| Newman, Philip (OST) <philip.newman@dot.gov>   | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov> | Required |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>   | Required |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>     | Required |
| Hess, Chris (FRA) <christopher.hess@dot.gov>   | Required |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>         | Required |
| Burthey, Grover (OST) <grover.burthey@dot.gov> | Required |
| Gibson, Mekila (OST) <mekila.gibson@dot.gov>   | Required |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov> | Required |
| Reyes, Juan D. III (FRA) <j.reyes@dot.gov>     | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>         | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>   | Required |
| Bradley, Perrin (FRA) <perrin.bradley@dot.gov> | Optional |
| Post, Andy (OST) <Andy.Post@dot.gov>           | Optional |
| Kan, Derek (OST) <derek.kan@dot.gov>           | Required |

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▲ **Time** 1:00 PM – 1:30 PM  
**Subject** Food and Water Watch v. DOT--Secretarial Calendars  
**Location** Geoffs office W90-314

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>             | <b>Attendance</b> |
|------------------|----------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov> | Organizer         |
|                  | Geier, Paul (OST) <Paul.Geier@dot.gov> | Required          |
|                  | Park, Joy (OST) <joy.park@dot.gov>     | Required          |

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▲ **Time** 2:30 PM – 3:00 PM  
**Subject** Rollout of RFI on Distribution of Airline Fare, Schedule, and Availability Information

|                  |                                                           |                   |
|------------------|-----------------------------------------------------------|-------------------|
| <b>Location</b>  | S1 Conference Room                                        |                   |
| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Organizer         |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |
|                  | McMaster, Sean (OST) <sean.mcmaster@dot.gov>              | Required          |
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                | Required          |
|                  | Owens, James (OST) <James.Owens@dot.gov>                  | Required          |
|                  | Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>            | Required          |
|                  | Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>            | Optional          |
|                  | Post, Andy (OST) <Andy.Post@dot.gov>                      | Optional          |
|                  | Harvey, Caitlin (OST) <caitlin.harvey@dot.gov>            | Optional          |
|                  | Irving, Lori (OST) <Lori.Irving@dot.gov>                  | Optional          |

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|   |                  |                                                        |                   |
|---|------------------|--------------------------------------------------------|-------------------|
| ▲ | <b>Time</b>      | 4:00 PM – 4:15 PM                                      |                   |
|   | <b>Subject</b>   | Orientation - Ariel Wolf (S2 Senior Council)           |                   |
|   | <b>Location</b>  | Geoff's office                                         |                   |
|   | <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                             | <b>Attendance</b> |
|   |                  | Bibbs-Daniels, Rita (OST) <Rita.Bibbs-Daniels@dot.gov> | Organizer         |
|   |                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                 | Required          |
|   |                  | Wolf, Ariel (OST) <ariel.wolf@dot.gov>                 | Required          |

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|   |                  |                                                    |                   |
|---|------------------|----------------------------------------------------|-------------------|
| ▲ | <b>Time</b>      | 4:30 PM – 5:00 PM                                  |                   |
|   | <b>Subject</b>   | Food and Water Watch v. DOT--Secretarial Calendars |                   |
|   | <b>Location</b>  | Geoff's office                                     |                   |
|   | <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                         | <b>Attendance</b> |
|   |                  | Burr, Geoff (OST) <geoff.burr@dot.gov>             | Organizer         |
|   |                  | Morgan, Owen (OST) <owen.morgan@dot.gov>           | Required          |

Edwards, Sara (OST) <sara.edwards@dot.gov> Required

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▲ **Time** 6:00 PM – 6:30 PM  
**Subject** Wrap Up  
**Location** Secretary's Conference Room  
**Recurrence** Occurs every day effective 7/9/2018 until 7/12/2018 from 6:00 PM to 6:30 PM

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                             | <b>Attendance</b> |
|------------------|--------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>             | Organizer         |
|                  | Nelson, Keith (OST) <keith.nelson@dot.gov>             | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                 | Required          |
|                  | McInerney, Marianne (OST) <marianne.mcinerney@dot.gov> | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                 | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                   | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>       | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>           | Required          |

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### Tuesday, July 10, 2018

▲ **Time** 8:30 AM – 9:00 AM  
**Subject** Senior Staff Meeting  
**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                             | <b>Attendance</b> |
|------------------|--------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>             | Organizer         |
|                  | Knouse, Ruth (OST) <ruth.knouse@dot.gov>               | Required          |
|                  | Nelson, Keith (OST) <keith.nelson@dot.gov>             | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                 | Required          |
|                  | McInerney, Marianne (OST) <marianne.mcinerney@dot.gov> | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                 | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                   | Required          |

Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> Required

Sullivan, Adam (OST) <adam.sullivan@dot.gov> Required

Ray, James (OST) <Jim.Ray@dot.gov> Required

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▲ **Time** 9:30 AM – 10:00 AM

**Subject** Weekly Modal Administrator's Meeting

**Location** Lincoln Conference Room

**Attendees**

| <b>Name &lt;E-mail&gt;</b>                                   | <b>Attendance</b> |
|--------------------------------------------------------------|-------------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>                   | Organizer         |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                       | Required          |
| Buzby, Mark (MARAD) <mark.buzby@dot.gov>                     | Required          |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                   | Required          |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required          |
| Hildebrand, Vicki (OST) <victoria.hildebrand@dot.gov>        | Required          |
| Inman, Todd (OST) <todd.inman@dot.gov>                       | Required          |
| James, Charles (OST) <charles.james@dot.gov>                 | Required          |
| King, Heidi (NHTSA) <heidi.king@dot.gov>                     | Required          |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                     | Required          |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov>    | Required          |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>                 | Required          |
| Morgan, Owen (OST) <owen.morgan@dot.gov>                     | Required          |
| Morris, Willis (OST) <willis.morris@dot.gov>                 | Required          |
| Nelson, Keith (OST) <keith.nelson@dot.gov>                   | Required          |
| Owens, James (OST) <James.Owens@dot.gov>                     | Required          |
| Pearce, Drue (PHMSA) <drue.pearce@dot.gov>                   | Required          |

|                                                       |          |
|-------------------------------------------------------|----------|
| Ray, James (OST) <Jim.Ray@dot.gov>                    | Required |
| Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>  | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>        | Required |
| Baldwin, Kristen (OST) <kristen.baldwin@dot.gov>      | Required |
| Callender, Duane (FHWA) <Duane.Callender@dot.gov>     | Required |
| Danielson, Jack (NHTSA) <jack.danielson@dot.gov>      | Required |
| Farley, Audrey (OST) <Audrey.Farley@dot.gov>          | Required |
| Hurdle, Lana (OST) <Lana.Hurdle@dot.gov>              | Required |
| Jefferson, Daphne (OST) <daphne.jefferson@dot.gov>    | Required |
| Kaleta, Judy (OST) <Judy.Kaleta@dot.gov>              | Required |
| Lefevre, Maria (OST) <maria.lefevre@dot.gov>          | Required |
| McMillan, Howard (PHMSA)<br><howard.mcmillan@dot.gov> | Required |
| Middlebrook, Craig (SLS) <Craig.Middlebrook@dot.gov>  | Required |
| Nissenbaum, Paul (FRA) <paul.nissenbaum@dot.gov>      | Required |
| Scovel, Calvin L <OIG> <calvin.scovel@oig.dot.gov>    | Required |
| Szabat, Joel (OST) <Joel.Szabat@dot.gov>              | Required |
| Washington, Keith (OST) <Keith.Washington@dot.gov>    | Required |
| Welbes, Matt (FTA) <Matt.Welbes@dot.gov>              | Required |
| Elliott, Skip (PHMSA) <howard.elliott@dot.gov>        | Required |
| Behm, Mitchell <OIG> <mitchell.behm@oig.dot.gov>      | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                  | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>      | Required |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>          | Required |

|                                                            |          |
|------------------------------------------------------------|----------|
| Kramer, John (OST) <John.Kramer@dot.gov>                   | Required |
| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>               | Required |
| Basile, Gabrielle (OST) <gabrielle.basile@dot.gov>         | Required |
| Martinez, Raymond P. (FMCSA)<br><Raymond.Martinez@dot.gov> | Required |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>               | Required |
| Edwards, Sara (OST) <sara.edwards@dot.gov>                 | Required |
| Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>         | Required |
| Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov>   | Required |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>                 | Required |
| Walker, Cheryl (FHWA) <cheryl.walker@dot.gov>              | Required |
| Garg, Arjun <arjun.garg@dot.gov>                           | Required |

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▲ **Time** 10:00 AM – 10:30 AM  
**Subject** Motorpool  
**Categories** Green Category

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▲ **Time** 11:30 AM – 12:00 PM  
**Subject** Motorpool  
**Categories** Green Category

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▲ **Time** 11:40 AM – 12:00 PM  
**Subject** FTA Letters  
**Location** S2 Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                   | <b>Attendance</b> |
|------------------|----------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>   | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>       | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>         | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov> | Required          |
|                  | Ray, James (OST) <Jim.Ray@dot.gov>           | Required          |

|                                                           |          |
|-----------------------------------------------------------|----------|
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>                  | Required |
| Newman, Philip (OST) <philip.newman@dot.gov>              | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>            | Required |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>              | Required |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>                | Required |
| Hess, Chris (FRA) <christopher.hess@dot.gov>              | Required |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                    | Required |
| Burthey, Grover (OST) <grover.burthey@dot.gov>            | Required |
| Gibson, Mekila (OST) <mekila.gibson@dot.gov>              | Required |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>            | Required |
| Reyes, Juan D. III (FRA) <j.reyes@dot.gov>                | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                    | Required |
| Bradley, Perrin (FRA) <perrin.bradley@dot.gov>            | Required |
| Post, Andy (OST) <Andy.Post@dot.gov>                      | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>              | Required |

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▲ **Time** 3:00 PM – 4:00 PM  
**Subject** Shane Karr  
**Location** (b) (6)

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▲ **Time** 4:00 PM – 5:00 PM  
**Subject** Document Review

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▲ **Time** 6:00 PM – 6:30 PM  
**Subject** Wrap Up  
**Location** Secretary's Conference Room  
**Recurrence** Occurs every day effective 7/9/2018 until 7/12/2018 from 6:00 PM to 6:30 PM

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b> | <b>Attendance</b> |
|------------------|----------------------------|-------------------|
|------------------|----------------------------|-------------------|

|                                                           |           |
|-----------------------------------------------------------|-----------|
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer |
| Nelson, Keith (OST) <keith.nelson@dot.gov>                | Required  |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required  |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required  |
| Inman, Todd (OST) <todd.inman@dot.gov>                    | Required  |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required  |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required  |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required  |

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**Wednesday, July 11, 2018**

▲ **Time** 8:30 AM – 9:00 AM  
**Subject** Senior Staff Meeting  
**Location** Secretary's Conference Room

**Attendees**

| <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|-----------------------------------------------------------|-------------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required          |
| Nelson, Keith (OST) <keith.nelson@dot.gov>                | Required          |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
| Inman, Todd (OST) <todd.inman@dot.gov>                    | Required          |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required          |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required          |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |
| Ray, James (OST) <Jim.Ray@dot.gov>                        | Required          |

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▲ **Time** 5:30 PM – 8:30 PM  
**Subject** (b) (6)



**Location** (b) (6) [Redacted]

(b) (6) [Redacted]

(b) (6) [Redacted]


(b) (6) [Redacted]

(b) (6) [Redacted]

(b) (6)


(b) (6)

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|  | <b>Time</b> 6:00 PM – 6:30 PM                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |               |            |                                            |           |                                            |          |                                        |          |                                                        |          |                                        |          |                                      |          |                                                  |          |                                              |          |
|-----------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|------------|--------------------------------------------|-----------|--------------------------------------------|----------|----------------------------------------|----------|--------------------------------------------------------|----------|----------------------------------------|----------|--------------------------------------|----------|--------------------------------------------------|----------|----------------------------------------------|----------|
|                                                                                   | <b>Subject</b> Wrap Up                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |               |            |                                            |           |                                            |          |                                        |          |                                                        |          |                                        |          |                                      |          |                                                  |          |                                              |          |
|                                                                                   | <b>Location</b> Secretary's Conference Room                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |               |            |                                            |           |                                            |          |                                        |          |                                                        |          |                                        |          |                                      |          |                                                  |          |                                              |          |
|                                                                                   | <b>Recurrence</b> Occurs every day effective 7/9/2018 until 7/12/2018 from 6:00 PM to 6:30 PM                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |               |            |                                            |           |                                            |          |                                        |          |                                                        |          |                                        |          |                                      |          |                                                  |          |                                              |          |
|                                                                                   | <b>Attendees</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |               |            |                                            |           |                                            |          |                                        |          |                                                        |          |                                        |          |                                      |          |                                                  |          |                                              |          |
|                                                                                   | <table><thead><tr><th>Name &lt;E-mail&gt;</th><th>Attendance</th></tr></thead><tbody><tr><td>Deputy Scheduler &lt;DeputyScheduler@dot.gov&gt;</td><td>Organizer</td></tr><tr><td>Nelson, Keith (OST) &lt;keith.nelson@dot.gov&gt;</td><td>Required</td></tr><tr><td>Burr, Geoff (OST) &lt;geoff.burr@dot.gov&gt;</td><td>Required</td></tr><tr><td>McInerney, Marianne (OST) &lt;marianne.mcinerney@dot.gov&gt;</td><td>Required</td></tr><tr><td>Inman, Todd (OST) &lt;todd.inman@dot.gov&gt;</td><td>Required</td></tr><tr><td>Kan, Derek (OST) &lt;derek.kan@dot.gov&gt;</td><td>Required</td></tr><tr><td>Bradbury, Steven (OST) &lt;Steven.Bradbury@dot.gov&gt;</td><td>Required</td></tr><tr><td>Sullivan, Adam (OST) &lt;adam.sullivan@dot.gov&gt;</td><td>Required</td></tr></tbody></table> | Name <E-mail> | Attendance | Deputy Scheduler <DeputyScheduler@dot.gov> | Organizer | Nelson, Keith (OST) <keith.nelson@dot.gov> | Required | Burr, Geoff (OST) <geoff.burr@dot.gov> | Required | McInerney, Marianne (OST) <marianne.mcinerney@dot.gov> | Required | Inman, Todd (OST) <todd.inman@dot.gov> | Required | Kan, Derek (OST) <derek.kan@dot.gov> | Required | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> | Required | Sullivan, Adam (OST) <adam.sullivan@dot.gov> | Required |
| Name <E-mail>                                                                     | Attendance                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |               |            |                                            |           |                                            |          |                                        |          |                                                        |          |                                        |          |                                      |          |                                                  |          |                                              |          |
| Deputy Scheduler <DeputyScheduler@dot.gov>                                        | Organizer                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |               |            |                                            |           |                                            |          |                                        |          |                                                        |          |                                        |          |                                      |          |                                                  |          |                                              |          |
| Nelson, Keith (OST) <keith.nelson@dot.gov>                                        | Required                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |               |            |                                            |           |                                            |          |                                        |          |                                                        |          |                                        |          |                                      |          |                                                  |          |                                              |          |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                                            | Required                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |               |            |                                            |           |                                            |          |                                        |          |                                                        |          |                                        |          |                                      |          |                                                  |          |                                              |          |
| McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>                            | Required                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |               |            |                                            |           |                                            |          |                                        |          |                                                        |          |                                        |          |                                      |          |                                                  |          |                                              |          |
| Inman, Todd (OST) <todd.inman@dot.gov>                                            | Required                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |               |            |                                            |           |                                            |          |                                        |          |                                                        |          |                                        |          |                                      |          |                                                  |          |                                              |          |
| Kan, Derek (OST) <derek.kan@dot.gov>                                              | Required                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |               |            |                                            |           |                                            |          |                                        |          |                                                        |          |                                        |          |                                      |          |                                                  |          |                                              |          |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>                                  | Required                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |               |            |                                            |           |                                            |          |                                        |          |                                                        |          |                                        |          |                                      |          |                                                  |          |                                              |          |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>                                      | Required                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |               |            |                                            |           |                                            |          |                                        |          |                                                        |          |                                        |          |                                      |          |                                                  |          |                                              |          |

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**Thursday, July 12, 2018**

 **Time** 8:30 AM – 9:00 AM

**Subject** GEOFF BURR LEADING: Senior Staff Meeting  
**Location** Secretary's Conference Room

**Attendees**

| Name <E-mail>                                          | Attendance |
|--------------------------------------------------------|------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>             | Organizer  |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>               | Required   |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                 | Required   |
| McInerney, Marianne (OST) <marianne.mcinerney@dot.gov> | Required   |
| Inman, Todd (OST) <todd.inman@dot.gov>                 | Required   |
| Kan, Derek (OST) <derek.kan@dot.gov>                   | Required   |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>       | Required   |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>           | Required   |
| Ray, James (OST) <Jim.Ray@dot.gov>                     | Required   |
| Kramer, John (OST) <John.Kramer@dot.gov>               | Required   |

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▲ **Time** 9:00 AM – 9:30 AM  
**Subject** Weekly (Non-Career) Staff Meeting  
**Location** ConfRm-HQ-Lincoln Room (OST)  
**Recurrence** Occurs every Thursday effective 7/5/2018 until 7/26/2018 from 9:00 AM to 9:30 AM

**Attendees**

| Name <E-mail>                                           | Attendance |
|---------------------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                  | Organizer  |
| Martinez, Raymond P. (FMCSA) <Raymond.Martinez@dot.gov> | Required   |
| Koehlke, Alex <Alex.Koehlke@dot.gov>                    | Required   |
| Riccardo, George (OST) <george.riccardo@dot.gov>        | Required   |
| Smeda, Elisabeth <AWA> <elisabeth.smeda@faa.gov>        | Required   |
| Plans, Barry (OST) <barry.plans@dot.gov>                | Required   |
| Etchen, Alex (OST) <alex.etchen@dot.gov>                | Required   |

|                                                         |          |
|---------------------------------------------------------|----------|
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>          | Required |
| Post, Andy (OST) <Andy.Post@dot.gov>                    | Required |
| Dombrowski, Eileen (OST)<br><Eileen.Dombrowski@dot.gov> | Required |
| King, Heidi (NHTSA) <heidi.king@dot.gov>                | Required |
| Graham, Douglas (OST) <douglas.graham@dot.gov>          | Required |
| Kania, Adriana (OST) <adriana.kania@dot.gov>            | Required |
| Curto, Michael (OST) <Michael.Curto@dot.gov>            | Required |
| Elliott, Skip (PHMSA) <howard.elliott@dot.gov>          | Required |
| Hess, Chris (FRA) <christopher.hess@dot.gov>            | Required |
| Wilkinson, James (OST) <james.wilkinson@dot.gov>        | Required |
| Owens, James (OST) <James.Owens@dot.gov>                | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>                | Required |
| Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov>  | Required |
| Bradford, Stephen (OST) <stephen.bradford@dot.gov>      | Required |
| Reynard, Mike (FHWA) <mike.reynard@dot.gov>             | Required |
| Smith, Loren (OST) <Loren.Smith@dot.gov>                | Required |
| Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>        | Required |
| Parker, Mala (FHWA) <mala.parker@dot.gov>               | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                | Required |
| Kuo, Monica (OST) <monica.kuo@dot.gov>                  | Required |
| Worthy, Sharon (OST) <sharon.worthy@dot.gov>            | Required |
| Cipriano, Peter (FRA) <peter.cipriano@dot.gov>          | Required |
| Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>          | Required |

|                                                              |          |
|--------------------------------------------------------------|----------|
| Furman, Jon (OST) <jon.furman@dot.gov>                       | Required |
| Poole, Sean (FMCSA) <sean.poole@dot.gov>                     | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                       | Required |
| Ray, James (OST) <Jim.Ray@dot.gov>                           | Required |
| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>                 | Required |
| Henry, Tina (OST) <tina.henry@dot.gov>                       | Required |
| Sylvester, Marco (OST) <marco.sylvester@dot.gov>             | Required |
| Smith, Geoff (OST) <geoff.smith@dot.gov>                     | Required |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required |
| Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>         | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                       | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>             | Required |
| Barnard, Brian (NHTSA) <brian.barnard@dot.gov>               | Required |
| Kloster, Andrew (OST) <andrew.kloster@dot.gov>               | Required |
| Bedell, Anthony (OST) <anthony.bedell@dot.gov>               | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                   | Required |
| Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>               | Required |
| Kochman, Benjamin (OST)<br><benjamin.kochman@dot.gov>        | Required |
| Nelson, Keith (OST) <keith.nelson@dot.gov>                   | Required |
| Fraser, Bobby (PHMSA) <bobby.fraser@dot.gov>                 | Required |
| Deck, Wiley (FMCSA) <wiley.deck@dot.gov>                     | Required |
| Newman, Philip (FTA) <philip.newman@dot.gov>                 | Required |

|                                                           |          |
|-----------------------------------------------------------|----------|
| Edwards, Sara (OST) <sara.edwards@dot.gov>                | Required |
| Cote, Gregory (OST) <gregory.cote@dot.gov>                | Required |
| Mullen, Jim (FMCSA) <jim.mullen@dot.gov>                  | Required |
| Tucker, Deva (OST) <Deva.Tucker@dot.gov>                  | Required |
| Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>        | Required |
| Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>                 | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>            | Required |
| Morgan, Owen (OST) <owen.morgan@dot.gov>                  | Required |
| James, Charles (OST) <charles.james@dot.gov>              | Required |
| Martin, Gregory (OST) <gregory.martin@dot.gov>            | Required |
| Simon, Doug (OST) <doug.simon@dot.gov>                    | Required |
| Minock, Nick (OST) <nickolaus.minock@dot.gov>             | Required |
| Cheap, Casey (OST) <casey.cheap@dot.gov>                  | Required |
| Roberti, Paul (PHMSA) <paul.roberti@dot.gov>              | Required |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>              | Required |
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required |
| ConfRm-HQ-Lincoln Room (OST)<br><Lincoln.Room@dot.gov>    | Resource |
| Flowers, Darien <Darien.Flowers@dot.gov>                  | Required |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>                | Required |

|                                                             |          |
|-------------------------------------------------------------|----------|
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>                  | Required |
| Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>          | Required |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                      | Required |
| Mitton, Chris (OST) <chris.mitton@dot.gov>                  | Required |
| Morrison, Jonathan (NHTSA)<br><Jonathan.Morrison@dot.gov>   | Required |
| Morris, Willis (OST) <willis.morris@dot.gov>                | Required |
| Trippe, Charles <AWA> <charles.trippe@faa.gov>              | Required |
| Amereihn, Tina <AWA> <tina.amereihn@faa.gov>                | Required |
| Wang, Tim (OST) <tim.wang@dot.gov>                          | Required |
| Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov>    | Required |
| Chinn, Monica (OST) <monica.chinn@dot.gov>                  | Required |
| Baker, Shana (FHWA) <Shana.Baker@dot.gov>                   | Required |
| Morabito, Cameron (OST)<br><cameron.morabito@dot.gov>       | Required |
| Short, David (OST) <david.short@dot.gov>                    | Required |
| Buzby, Mark (MARAD) <mark.buzby@dot.gov>                    | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>                | Required |
| Pearce, Drue (PHMSA) <drue.pearce@dot.gov>                  | Required |
| Bonini, Kyle (FMCSA) <kyle.bonini@dot.gov>                  | Required |
| Barbknecht, McKenzie (OST)<br><mckenzie.barbknecht@dot.gov> | Required |
| Shaffer, Kirk <kirk.shaffer@faa.gov>                        | Required |



**Time** 9:45 AM – 10:30 AM  
**Subject** TRSA Leadership/Company Owners Fly-In

**Location** Lincoln Room

Background:

TRSA members have the 3rd largest fleet of private trucks on the roads behind FedEx and UPS. They would like to discuss TRSA Transportation issues and how they can work with DOT. Below is a description of TRSA.

TRSA is the The Linen, Uniform and Facility Services Association which more accurately describes what they actually do. They provide the linens, uniforms, towels, sheets etc. for restaurants, hospitals, hotels, manufacturers, retailers, and automotive dealers and repair shops, among others. Many of their priority legislative and regulatory priorities include: Transportation and Infrastructure; NLRB and Labor Law Reform; Regulatory Reform; Environment & Water; and, Economic issues.

During TRSA's December Fly-In they had meetings, receptions and meals with (b) (6); (b) (6); (b) (6); and, (b) (6)

Attendees:

Attached

POC: Bill Spencer

Potomac Strategic Development

Meridian Communications

(b) (6) (Cell)

bspencer(b) (6)  
<mailto:(b) (6)>

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                             | <b>Attendance</b> |
|------------------|--------------------------------------------------------|-------------------|
|                  | Poole, Sean (FMCSA) <sean.poole@dot.gov>               | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                 | Required          |
|                  | Bibbs-Daniels, Rita (OST) <Rita.Bibbs-Daniels@dot.gov> | Required          |



|                                                            |          |
|------------------------------------------------------------|----------|
| Bedell, Anthony (OST) <anthony.bedell@dot.gov>             | Required |
| Mitton, Chris (OST) <chris.mitton@dot.gov>                 | Required |
| Smith, Benita E. (FMCSA) <Benita.Smith@dot.gov>            | Required |
| Ford, Veronica (OST) <veronica.ford@dot.gov>               | Required |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>             | Required |
| Quade, William (FMCSA) <william.quade@dot.gov>             | Required |
| Smith, Loren (OST) <Loren.Smith@dot.gov>                   | Optional |
| Martinez, Raymond P. (FMCSA)<br><Raymond.Martinez@dot.gov> | Required |

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▲ **Time** 10:30 AM – 11:00 AM  
**Subject** (b) (6) - Personal

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▲ **Time** 11:00 AM – 11:30 AM  
**Subject** Interview with Cameron Morabito  
**Location** Geoff's Office  
**Attendees**

| Name <E-mail>                          | Attendance |
|----------------------------------------|------------|
| Simon, Doug (OST) <doug.simon@dot.gov> | Organizer  |
| Burr, Geoff (OST) <geoff.burr@dot.gov> | Required   |

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▲ **Time** 2:00 PM – 2:30 PM  
**Subject** John Motley

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▲ **Time** 6:00 PM – 6:30 PM  
**Subject** Wrap Up  
**Location** Secretary's Conference Room  
**Recurrence** Occurs every day effective 7/9/2018 until 7/12/2018 from 6:00 PM to 6:30 PM  
**Attendees**

| Name <E-mail>                              | Attendance |
|--------------------------------------------|------------|
| Deputy Scheduler <DeputyScheduler@dot.gov> | Organizer  |
| Nelson, Keith (OST) <keith.nelson@dot.gov> | Required   |
| Burr, Geoff (OST) <geoff.burr@dot.gov>     | Required   |

|                                                           |          |
|-----------------------------------------------------------|----------|
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                    | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required |

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**Friday, July 13, 2018**

▲ **Time** 8:30 AM – 9:00 AM  
**Subject** Senior Staff Meeting  
**Location** Secretary's Conference Room

**Attendees**

| Name <E-mail>                                             | Attendance |
|-----------------------------------------------------------|------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer  |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required   |
| Nelson, Keith (OST) <keith.nelson@dot.gov>                | Required   |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required   |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required   |
| Inman, Todd (OST) <todd.inman@dot.gov>                    | Required   |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required   |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required   |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required   |
| Ray, James (OST) <Jim.Ray@dot.gov>                        | Required   |

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▲ **Time** 1:00 PM – 5:00 PM  
**Subject** HOLD

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▲ **Time** 5:30 PM – 6:00 PM  
**Subject** Wrap Up  
**Location** S1 Conference Room

**Attendees**

| Name <E-mail> | Attendance |
|---------------|------------|
|---------------|------------|

|                                                           |           |
|-----------------------------------------------------------|-----------|
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required  |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required  |
| Inman, Todd (OST) <todd.inman@dot.gov>                    | Required  |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required  |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required  |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required  |
| Kramer, John (OST) <John.Kramer@dot.gov>                  | Required  |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required  |
| Burthey, Grover (OST) <grover.burthey@dot.gov>            | Required  |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                | Required  |

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**Monday, July 16, 2018**



**Time** 8:30 AM – 9:00 AM

**Subject** Senior Staff Meeting

**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
|                  | Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                    | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                      | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |

Genero, Laura (OST) <Laura.Genero@dot.gov>

Required

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▲ **Time** 9:30 AM – 10:00 AM  
**Subject** WMATA  
**Location** S2 Conference Room

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From: Wolf, Ariel (OST)

Sent: Monday, July 16, 2018 8:07 AM

To: Deputy Scheduler <DeputyScheduler@dot.gov  
<mailto:DeputyScheduler@dot.gov> >

Subject: Fwd: ATU holds Strike Vote against WMATA management

Sent from my iPhone

Begin forwarded message:

From: "Bedell, Anthony (OST)" <anthony.bedell@dot.gov  
<mailto:anthony.bedell@dot.gov> >

Date: July 15, 2018 at 9:27:27 PM EDT

To: "Rosen, Jeff (OST)" <jeff.rosen@dot.gov  
<mailto:jeff.rosen@dot.gov> >, "Bradbury, Steven (OST)"  
<Steven.Bradbury@dot.gov <mailto:Steven.Bradbury@dot.gov> >, "Owens, James (OST)" <James.Owens@dot.gov  
<mailto:James.Owens@dot.gov> >, "Garg, Arjun (FTA)"  
<arjun.garg@dot.gov <mailto:arjun.garg@dot.gov> >

Cc: "Burr, Geoff (OST)" <geoff.burr@dot.gov  
<mailto:geoff.burr@dot.gov> >, "Wolf, Ariel (OST)"  
<ariel.wolf@dot.gov <mailto:ariel.wolf@dot.gov> >, "Ray, James  
(OST)" <Jim.Ray@dot.gov <mailto:Jim.Ray@dot.gov> >

Subject: RE: ATU holds Strike Vote against WMATA management

10-4. I'll ready.

---

From: Rosen, Jeff (OST)

Sent: Sunday, July 15, 2018 8:38:37 PM

To: Bradbury, Steven (OST); Owens, James (OST); Garg, Arjun (FTA)

Cc: Burr, Geoff (OST); Wolf, Ariel (OST); Ray, James (OST); Bedell, Anthony (OST)

Subject: Fwd: ATU holds Strike Vote against WMATA management

(b) (5)



Sent from my iPhone

ja

Begin forwarded message:

From: "Williams, Jane (FTA)" <k.jane.williams@dot.gov  
<mailto:k.jane.williams@dot.gov> >

Date: July 15, 2018 at 7:27:41 PM EDT

To: "Rosen, Jeff (OST)" <jeff.rosen@dot.gov  
<mailto:jeff.rosen@dot.gov> >, "Burr, Geoff (OST)"  
<geoff.burr@dot.gov <mailto:geoff.burr@dot.gov> >, "McInerney,  
Marianne (OST)" <marianne.mcinerney@dot.gov  
<mailto:marianne.mcinerney@dot.gov> >, "Sullivan, Adam (OST)"  
<adam.sullivan@dot.gov <mailto:adam.sullivan@dot.gov> >

Cc: "Elaine L. Chao" (b) (6) @dot.gov  
<mailto:(b) (6) @dot.gov> >

Subject: ATU holds Strike Vote against WMATA management

Good evening all,

Looks like ATU may be one step closer to a strike. Thousands of Metro employees are voting today on whether to authorize a strike against WMATA for violating their collective bargaining agreement. Apparently this is the first vote of its kind since 1978.

Jane

K. Jane Williams

Deputy Administrator

Federal Transit Administration

US Department of Transportation

1200 New Jersey Avenue, SE

Washington, DC 20590

Phone: 202-366-4040

Email: [K.Jane.Williams@dot.gov](mailto:K.Jane.Williams@dot.gov) <<mailto:K.Jane.Williams@dot.gov>>


| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                                                      | <b>Attendance</b> |
|------------------|-------------------------------------------------------------------------------------------------|-------------------|
|                  | Deputy Scheduler < <a href="mailto:DeputyScheduler@dot.gov">DeputyScheduler@dot.gov</a> >       | Organizer         |
|                  | Williams, Jane (FTA) < <a href="mailto:k.jane.williams@dot.gov">k.jane.williams@dot.gov</a> >   | Required          |
|                  | Bedell, Anthony (OST) < <a href="mailto:anthony.bedell@dot.gov">anthony.bedell@dot.gov</a> >    | Required          |
|                  | Wolf, Ariel (OST) < <a href="mailto:ariel.wolf@dot.gov">ariel.wolf@dot.gov</a> >                | Required          |
|                  | Garg, Arjun (FTA) < <a href="mailto:arjun.garg@dot.gov">arjun.garg@dot.gov</a> >                | Required          |
|                  | Owens, James (OST) < <a href="mailto:James.Owens@dot.gov">James.Owens@dot.gov</a> >             | Required          |
|                  | Bradbury, Steven (OST) < <a href="mailto:Steven.Bradbury@dot.gov">Steven.Bradbury@dot.gov</a> > | Required          |
|                  | Burr, Geoff (OST) < <a href="mailto:geoff.burr@dot.gov">geoff.burr@dot.gov</a> >                | Required          |
|                  | Kramer, John (OST) < <a href="mailto:John.Kramer@dot.gov">John.Kramer@dot.gov</a> >             | Required          |

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▲ **Time** 10:00 AM – 10:30 AM  
**Subject** FTA CIG meeting  
**Location** S2's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>                  | Required          |
|                  | Ray, James (OST) <Jim.Ray@dot.gov>                        | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | Wolf, Ariel (OST) <ariel.wolf@dot.gov>                    | Required          |
|                  | Owens, James (OST) <James.Owens@dot.gov>                  | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                      | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Williams, Jane (FTA) <k.jane.williams@dot.gov>            | Required          |
|                  | Welbes, Matt (FTA) <Matt.Welbes@dot.gov>                  | Required          |

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|                                                                                     |                                                                      |                     |
|-------------------------------------------------------------------------------------|----------------------------------------------------------------------|---------------------|
|  | <b>Time</b>                                                          | 11:00 AM – 11:30 AM |
|                                                                                     | <b>Subject</b>                                                       | Aspen fireside chat |
|                                                                                     | <b>Location</b>                                                      | S1 Conference Room  |
|                                                                                     | <b>Attendees</b>                                                     |                     |
|                                                                                     | <b>Name &lt;E-mail&gt;</b>                                           | <b>Attendance</b>   |
|                                                                                     | Burr, Geoff (OST) <geoff.burr@dot.gov>                               | Organizer           |
|                                                                                     | Genero, Laura (OST) (Laura.Genero@dot.gov)<br><Laura.Genero@dot.gov> | Required            |
|                                                                                     | Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>                 | Required            |
|                                                                                     | Post, Andy (OST) <Andy.Post@dot.gov>                                 | Required            |

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|                                                                                     |                                        |                   |
|-------------------------------------------------------------------------------------|----------------------------------------|-------------------|
|  | <b>Time</b>                            | 1:30 PM – 2:00 PM |
|                                                                                     | <b>Subject</b>                         | Finch Fulton      |
|                                                                                     | <b>Location</b>                        | Geoff's office    |
|                                                                                     | <b>Attendees</b>                       |                   |
|                                                                                     | <b>Name &lt;E-mail&gt;</b>             | <b>Attendance</b> |
|                                                                                     | Burr, Geoff (OST) <geoff.burr@dot.gov> | Organizer         |

Fulton, Finch (OST) <Finch.Fulton@dot.gov> Required

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▲ **Time** 6:00 PM – 6:30 PM  
**Subject** Wrap Up  
**Location** S1 Conference Room  
**Recurrence** Occurs every Monday, Tuesday, Wednesday, Thursday, and Friday effective 7/13/2018 until 7/20/2018 from 6:00 PM to 6:30 PM

**Attendees**

| Name <E-mail>                                          | Attendance |
|--------------------------------------------------------|------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>             | Organizer  |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                 | Required   |
| McInerney, Marianne (OST) <marianne.mcinerney@dot.gov> | Required   |
| Inman, Todd (OST) <todd.inman@dot.gov>                 | Required   |
| Kan, Derek (OST) <derek.kan@dot.gov>                   | Required   |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>       | Required   |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>           | Required   |
| Kramer, John (OST) <John.Kramer@dot.gov>               | Required   |
| Genero, Laura (OST) <Laura.Genero@dot.gov>             | Required   |

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**Tuesday, July 17, 2018**

▲ **Time** 8:30 AM – 9:00 AM  
**Subject** Senior Staff Meeting  
**Location** Secretary's Conference Room

**Attendees**

| Name <E-mail>                                          | Attendance |
|--------------------------------------------------------|------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>             | Organizer  |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>               | Required   |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                 | Required   |
| McInerney, Marianne (OST) <marianne.mcinerney@dot.gov> | Required   |
| Inman, Todd (OST) <todd.inman@dot.gov>                 | Required   |
| Kan, Derek (OST) <derek.kan@dot.gov>                   | Required   |



Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> Required

Sullivan, Adam (OST) <adam.sullivan@dot.gov> Required

Kramer, John (OST) <John.Kramer@dot.gov> Required

▲ **Time** 10:00 AM – 10:30 AM

**Subject** FMCSA Updates

**Location** Geoff's office

**Attendees**

| Name <E-mail>                                           | Attendance |
|---------------------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                  | Organizer  |
| Martinez, Raymond P. (FMCSA) <Raymond.Martinez@dot.gov> | Required   |

▲ **Time** 10:15 AM – 11:00 AM

**Subject** AV Proving Ground Rollout

**Location** Deputy Secretary's Conference Room

**Attendees**

| Name <E-mail>                                          | Attendance |
|--------------------------------------------------------|------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>             | Organizer  |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                 | Required   |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>       | Required   |
| McInerney, Marianne (OST) <marianne.mcinerney@dot.gov> | Required   |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>           | Required   |
| Kan, Derek (OST) <derek.kan@dot.gov>                   | Required   |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>         | Required   |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                 | Required   |

▲ **Time** 2:00 PM – 2:30 PM

**Subject** Jay B. Perron

**Location** Geoff will call Jay (b) (6)

**Attendees**

| Name <E-mail>                          | Attendance |
|----------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov> | Organizer  |
| (b) (6)                                | Required   |

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▲ **Time** 2:30 PM – 3:00 PM  
**Subject** Hold

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▲ **Time** 5:00 PM – 5:30 PM  
**Subject** Wrap Up  
**Location** S1 Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>                  | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                    | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                      | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |
|                  | Genero, Laura (OST) <Laura.Genero@dot.gov>                | Required          |

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**Wednesday, July 18, 2018**

▲ **Time** 8:30 AM – 9:00 AM  
**Subject** Senior Staff Meeting  
**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
|                  | Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                    | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                      | Required          |

Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> Required

Sullivan, Adam (OST) <adam.sullivan@dot.gov> Required

Kramer, John (OST) <John.Kramer@dot.gov> Required

▲ **Time** 11:00 AM – 11:30 AM

**Subject** Chicago Loop Project

**Location** S2 Conference Room

Convene a meeting next week of FHWA, FRA, Policy, GC, Anthony Bedell, Jim Ray, Geoff Burr, and Ariel and me to discuss how DOT should address the Chicago Loop project issues, and how to organize and manage internally.

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                   | <b>Attendance</b> |
|------------------|--------------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                   | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                       | Required          |
|                  | Wolf, Ariel (OST) <ariel.wolf@dot.gov>                       | Required          |
|                  | Ray, James (OST) <Jim.Ray@dot.gov>                           | Required          |
|                  | Bedell, Anthony (OST) <anthony.bedell@dot.gov>               | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>             | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                         | Required          |
|                  | Batory, Ronald (FRA) <ronald.batory@dot.gov>                 | Required          |
|                  | Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required          |
|                  | Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>                    | Required          |

▲ **Time** 1:30 PM – 1:45 PM

**Subject** Kathy Ray

**Location** Geoff's office

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>             | <b>Attendance</b> |
|------------------|----------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov> | Organizer         |
|                  | Ray, Kathy (OST) <Kathy.Ray@dot.gov>   | Required          |

**Thursday, July 19, 2018**

▲ **Time** 8:30 AM – 9:00 AM  
**Subject** Senior Staff Meeting  
**Location** Secretary's Conference Room

**Attendees**

| Name <E-mail>                                          | Attendance |
|--------------------------------------------------------|------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>             | Organizer  |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>               | Required   |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                 | Required   |
| McInerney, Marianne (OST) <marianne.mcinerney@dot.gov> | Required   |
| Inman, Todd (OST) <todd.inman@dot.gov>                 | Required   |
| Kan, Derek (OST) <derek.kan@dot.gov>                   | Required   |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>       | Required   |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>           | Required   |
| Kramer, John (OST) <John.Kramer@dot.gov>               | Required   |

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▲ **Time** 9:00 AM – 9:30 AM  
**Subject** Weekly (Non-Career) Staff Meeting  
**Location** ConfRm-HQ-Lincoln Room (OST)  
**Recurrence** Occurs every Thursday effective 7/5/2018 until 7/26/2018 from 9:00 AM to 9:30 AM

**Attendees**

| Name <E-mail>                                           | Attendance |
|---------------------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                  | Organizer  |
| Martinez, Raymond P. (FMCSA) <Raymond.Martinez@dot.gov> | Required   |
| Koehlke, Alex <Alex.Koehlke@dot.gov>                    | Required   |
| Riccardo, George (OST) <george.riccardo@dot.gov>        | Required   |
| Smeda, Elisabeth <AWA> <elisabeth.smeda@faa.gov>        | Required   |
| Plans, Barry (OST) <barry.plans@dot.gov>                | Required   |
| Etchen, Alex (OST) <alex.etchen@dot.gov>                | Required   |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>          | Required   |

|                                                         |          |
|---------------------------------------------------------|----------|
| Post, Andy (OST) <Andy.Post@dot.gov>                    | Required |
| Dombrowski, Eileen (OST)<br><Eileen.Dombrowski@dot.gov> | Required |
| King, Heidi (NHTSA) <heidi.king@dot.gov>                | Required |
| Graham, Douglas (OST) <douglas.graham@dot.gov>          | Required |
| Kania, Adriana (OST) <adriana.kania@dot.gov>            | Required |
| Curto, Michael (OST) <Michael.Curto@dot.gov>            | Required |
| Elliott, Skip (PHMSA) <howard.elliott@dot.gov>          | Required |
| Hess, Chris (FRA) <christopher.hess@dot.gov>            | Required |
| Wilkinson, James (OST) <james.wilkinson@dot.gov>        | Required |
| Owens, James (OST) <James.Owens@dot.gov>                | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>                | Required |
| Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov>  | Required |
| Bradford, Stephen (OST) <stephen.bradford@dot.gov>      | Required |
| Reynard, Mike (FHWA) <mike.reynard@dot.gov>             | Required |
| Smith, Loren (OST) <Loren.Smith@dot.gov>                | Required |
| Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>        | Required |
| Parker, Mala (FHWA) <mala.parker@dot.gov>               | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                | Required |
| Kuo, Monica (OST) <monica.kuo@dot.gov>                  | Required |
| Worthy, Sharon (OST) <sharon.worthy@dot.gov>            | Required |
| Cipriano, Peter (FRA) <peter.cipriano@dot.gov>          | Required |
| Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>          | Required |
| Furman, Jon (OST) <jon.furman@dot.gov>                  | Required |

|                                                              |          |
|--------------------------------------------------------------|----------|
| Poole, Sean (FMCSA) <sean.poole@dot.gov>                     | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                       | Required |
| Ray, James (OST) <Jim.Ray@dot.gov>                           | Required |
| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>                 | Required |
| Henry, Tina (OST) <tina.henry@dot.gov>                       | Required |
| Sylvester, Marco (OST) <marco.sylvester@dot.gov>             | Required |
| Smith, Geoff (OST) <geoff.smith@dot.gov>                     | Required |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required |
| Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>         | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                       | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>             | Required |
| Barnard, Brian (NHTSA) <brian.barnard@dot.gov>               | Required |
| Kloster, Andrew (OST) <andrew.kloster@dot.gov>               | Required |
| Bedell, Anthony (OST) <anthony.bedell@dot.gov>               | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                   | Required |
| Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>               | Required |
| Kochman, Benjamin (OST)<br><benjamin.kochman@dot.gov>        | Required |
| Nelson, Keith (OST) <keith.nelson@dot.gov>                   | Required |
| Fraser, Bobby (PHMSA) <bobby.fraser@dot.gov>                 | Required |
| Deck, Wiley (FMCSA) <wiley.deck@dot.gov>                     | Required |
| Newman, Philip (FTA) <philip.newman@dot.gov>                 | Required |
| Edwards, Sara (OST) <sara.edwards@dot.gov>                   | Required |

|                                                           |          |
|-----------------------------------------------------------|----------|
| Cote, Gregory (OST) <gregory.cote@dot.gov>                | Required |
| Mullen, Jim (FMCSA) <jim.mullen@dot.gov>                  | Required |
| Tucker, Deva (OST) <Deva.Tucker@dot.gov>                  | Required |
| Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>        | Required |
| Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>                 | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>            | Required |
| Morgan, Owen (OST) <owen.morgan@dot.gov>                  | Required |
| James, Charles (OST) <charles.james@dot.gov>              | Required |
| Martin, Gregory (OST) <gregory.martin@dot.gov>            | Required |
| Simon, Doug (OST) <doug.simon@dot.gov>                    | Required |
| Minock, Nick (OST) <nickolaus.minock@dot.gov>             | Required |
| Cheap, Casey (OST) <casey.cheap@dot.gov>                  | Required |
| Roberti, Paul (PHMSA) <paul.roberti@dot.gov>              | Required |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>              | Required |
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required |
| ConfRm-HQ-Lincoln Room (OST)<br><Lincoln.Room@dot.gov>    | Resource |
| Flowers, Darien <Darien.Flowers@dot.gov>                  | Required |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>                | Required |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>                | Required |

|                                                             |          |
|-------------------------------------------------------------|----------|
| Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>          | Required |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                      | Required |
| Mitton, Chris (OST) <chris.mitton@dot.gov>                  | Required |
| Morrison, Jonathan (NHTSA)<br><Jonathan.Morrison@dot.gov>   | Required |
| Morris, Willis (OST) <willis.morris@dot.gov>                | Required |
| Trippe, Charles <AWA> <charles.trippe@faa.gov>              | Required |
| Amereihn, Tina <AWA> <tina.amereihn@faa.gov>                | Required |
| Wang, Tim (OST) <tim.wang@dot.gov>                          | Required |
| Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov>    | Required |
| Chinn, Monica (OST) <monica.chinn@dot.gov>                  | Required |
| Baker, Shana (FHWA) <Shana.Baker@dot.gov>                   | Required |
| Morabito, Cameron (OST)<br><cameron.morabito@dot.gov>       | Required |
| Short, David (OST) <david.short@dot.gov>                    | Required |
| Buzby, Mark (MARAD) <mark.buzby@dot.gov>                    | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>                | Required |
| Pearce, Drue (PHMSA) <drue.pearce@dot.gov>                  | Required |
| Bonini, Kyle (FMCSA) <kyle.bonini@dot.gov>                  | Required |
| Barbknecht, McKenzie (OST)<br><mckenzie.barbknecht@dot.gov> | Required |
| Shaffer, Kirk <kirk.shaffer@faa.gov>                        | Required |

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▲ **Time** 6:00 PM – 6:30 PM  
**Subject** Wrap Up  
**Location** S1 Conference Room  
**Attendees** **Name <E-mail>** **Attendance**



|                                                           |           |
|-----------------------------------------------------------|-----------|
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required  |
| Inman, Todd (OST) <todd.inman@dot.gov>                    | Required  |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required  |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required  |
| Kramer, John (OST) <John.Kramer@dot.gov>                  | Required  |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required  |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required  |
| Inman, Todd (OST) <todd.inman@dot.gov>                    | Required  |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required  |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required  |
| Kramer, John (OST) <John.Kramer@dot.gov>                  | Required  |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                | Required  |
| Owens, James (OST) <James.Owens@dot.gov>                  | Required  |

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**Friday, July 20, 2018**



**Time** 8:30 AM – 9:00 AM

**Subject** Senior Staff Meeting

**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
|                  | Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                    | Required          |

|                                                  |          |
|--------------------------------------------------|----------|
| Kan, Derek (OST) <derek.kan@dot.gov>             | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> | Required |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>     | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>       | Required |

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▲ **Time** 9:00 AM – 12:00 PM  
**Subject** Desk Time/Red Folders

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▲ **Time** 12:00 PM – 1:00 PM  
**Subject** FW: Lunch at EDR  
**Location** EDR  
**Reminder** 15 minutes  
 -----Original Appointment-----  
 From: Fulton, Finch (OST)  
 Sent: Thursday, July 19, 2018 1:49 PM  
 To: Fulton, Finch (OST); Etchen, Alex (OST); Burtthey, Grover (OST);  
 Flowers, Darien; Wolf, Ariel (OST); Lund, Caryn M (OST); Smith, Loren  
 (OST); Aizcorbe, Christina (OST); Kan, Derek (OST)  
 Cc: McMaster, Sean (OST); Bedell, Anthony (OST); Owens, James  
 (OST); Sullivan, Adam (OST)  
 Subject: Lunch at EDR  
 When: Friday, July 20, 2018 12:00 PM-1:00 PM (UTC-05:00) Eastern  
 Time (US & Canada).  
 Where: EDR

Feel free to invite anyone you want to join us for the finest sushi, steaks, carved meats, fauxjitos and fine dining the DOT has to offer, all for a reasonable, affordable price.

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                             | <b>Attendance</b> |
|------------------|--------------------------------------------------------|-------------------|
|                  | Fulton, Finch (OST) <Finch.Fulton@dot.gov>             | Organizer         |
|                  | Etchen, Alex (OST) <alex.etchen@dot.gov>               | Required          |
|                  | Flowers, Darien <Darien.Flowers@dot.gov>               | Required          |
|                  | Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov> | Required          |
|                  | Burtthey, Grover (OST) <grover.burtthey@dot.gov>       | Required          |
|                  | Smith, Loren (OST) <Loren.Smith@dot.gov>               | Required          |
|                  | Wolf, Ariel (OST) <ariel.wolf@dot.gov>                 | Required          |

|                                                |          |
|------------------------------------------------|----------|
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov> | Required |
| Ray, James (OST) <Jim.Ray@dot.gov>             | Required |
| Owens, James (OST) <James.Owens@dot.gov>       | Optional |
| Burr, Geoff (OST) <geoff.burr@dot.gov>         | Optional |
| Deputy Scheduler <DeputyScheduler@dot.gov>     | Optional |
| Bedell, Anthony (OST) <anthony.bedell@dot.gov> | Optional |
| Inman, Todd (OST) <todd.inman@dot.gov>         | Optional |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>   | Optional |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>   | Optional |
| Ellis, Angel (OST) <Angel.Ellis@dot.gov>       | Optional |
| Tamai, Jane (OST) <Jane.Tamai@dot.gov>         | Optional |
| Kan, Derek (OST) <derek.kan@dot.gov>           | Required |

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▲ **Time** 12:00 PM – 1:30 PM  
**Subject** Lunch

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▲ **Time** 2:30 PM – 3:30 PM  
**Subject** AV Steering Committee  
**Location** Lincoln Conference Room  
-----Original Appointment-----  
From: Deputy Scheduler  
Sent: Friday, June 22, 2018 12:02 PM  
To: Deputy Scheduler; Fulton, Finch (OST); King, Heidi (NHTSA); Kan, Derek (OST); McMaster, Sean (OST); Bedell, Anthony (OST); Owens, James (OST); McInerney, Marianne (OST); Hendrickson, Brandy (FHWA); Parker, Mala (FHWA); Kurup, Sujeesh (OST); Burleson, Carl <AWA>; Newman, Philip (OST); Bradbury, Steven (OST); Gautreaux, Cathy F. (FMCSA); Williams, Jane (FTA); Buzby, Mark (MARAD); Hildebrand, Vicki (OST); Farley, Audrey (OST); Cipriano, Peter (FRA); Pearce, Drue (PHMSA); Elwell, Daniel <AWA>; Danielson, Jack (NHTSA); Schoonover, William (PHMSA); Jortland, Brett (FRA); Mitton, Chris (OST); Nagler, Alan (FRA); Martinez, Raymond P. (FMCSA); Lund, Caryn M (OST); Elliott, Skip (PHMSA); Augustine, John (OST); Leonard, Ken (FHWA); Sturges, Matt (FRA); Deck, Wiley (FMCSA); Morrison, Jonathan (NHTSA); Smith, Loren (OST); Balzano, Richard (MARAD); Wolf, Ariel (OST)  
Cc: Nelson, Keith (OST)

Subject: AV Steering Committee  
When: Friday, July 20, 2018 2:30 PM-3:30 PM (UTC-05:00) Eastern Time (US & Canada).  
Where: Lincoln Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                   | <b>Attendance</b> |
|------------------|--------------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                   | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                       | Required          |
|                  | Bibbs-Daniels, Rita (OST) <Rita.Bibbs-Daniels@dot.gov>       | Required          |
|                  | Fulton, Finch (OST) <Finch.Fulton@dot.gov>                   | Required          |
|                  | King, Heidi (NHTSA) <heidi.king@dot.gov>                     | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                         | Required          |
|                  | McMaster, Sean (OST) <sean.mcmaster@dot.gov>                 | Required          |
|                  | Bedell, Anthony (OST) <anthony.bedell@dot.gov>               | Required          |
|                  | Owens, James (OST) <James.Owens@dot.gov>                     | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov>    | Required          |
|                  | Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required          |
|                  | Parker, Mala (FHWA) <mala.parker@dot.gov>                    | Required          |
|                  | Kurup, Sujeesh (OST) <sujeesh.kurup@dot.gov>                 | Required          |
|                  | Burleson, Carl <AWA> <carl.burleson@faa.gov>                 | Required          |
|                  | Newman, Philip (OST) <philip.newman@dot.gov>                 | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>             | Required          |
|                  | Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov>     | Required          |
|                  | Williams, Jane (FTA) <k.jane.williams@dot.gov>               | Required          |
|                  | Buzby, Mark (MARAD) <mark.buzby@dot.gov>                     | Required          |

|                                                             |          |
|-------------------------------------------------------------|----------|
| Hildebrand, Vicki (OST) <victoria.hildebrand@dot.gov>       | Required |
| Farley, Audrey (PHMSA) <Audrey.Farley@dot.gov>              | Required |
| Cipriano, Peter (FRA) <peter.cipriano@dot.gov>              | Required |
| Pearce, Drue (PHMSA) <drue.pearce@dot.gov>                  | Required |
| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>                | Required |
| Danielson, Jack (NHTSA) <jack.danielson@dot.gov>            | Required |
| Schoonover, William (PHMSA)<br><william.schoonover@dot.gov> | Required |
| Jortland, Brett (FRA) <brett.jortland@dot.gov>              | Required |
| Mitton, Chris (OST) <chris.mitton@dot.gov>                  | Required |
| Nagler, Alan (FRA) <alan.nagler@dot.gov>                    | Required |
| Martinez, Raymond P. (FMCSA)<br><Raymond.Martinez@dot.gov>  | Required |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>              | Required |
| Elliott, Skip (PHMSA) <howard.elliott@dot.gov>              | Required |
| Augustine, John (OST) <John.Augustine@dot.gov>              | Required |
| Leonard, Ken (FHWA) <ken.leonard@dot.gov>                   | Required |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>                  | Required |
| Deck, Wiley (FMCSA) <wiley.deck@dot.gov>                    | Required |
| Morrison, Jonathan (NHTSA)<br><Jonathan.Morrison@dot.gov>   | Required |
| Smith, Loren (OST) <Loren.Smith@dot.gov>                    | Required |
| Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>          | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                      | Required |
| Nelson, Keith (OST) <keith.nelson@dot.gov>                  | Optional |

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▲ **Time** 5:30 PM – 6:00 PM  
**Subject** Wrap Up  
**Location** S1 Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                    | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                      | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>                  | Required          |
|                  | Genero, Laura (OST) <Laura.Genero@dot.gov>                | Required          |
|                  | Owens, James (OST) <James.Owens@dot.gov>                  | Required          |

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**Monday, July 23, 2018**

▲ **Time** 8:30 AM – 9:00 AM  
**Subject** Senior Staff Meeting  
**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
|                  | Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                    | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                      | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required          |

Sullivan, Adam (OST) <adam.sullivan@dot.gov> Required  
Genero, Laura (OST) <Laura.Genero@dot.gov> Required

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▲ **Time** 10:00 AM – 11:00 AM  
**Subject** Coffee - Ayesha Molino  
**Location** (b) (6)

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▲ **Time** 11:15 AM – 11:45 AM  
**Subject** Interview with (b) (6)  
**Location** Geoff's Office

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>             | <b>Attendance</b> |
|------------------|----------------------------------------|-------------------|
|                  | Simon, Doug (OST) <doug.simon@dot.gov> | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov> | Required          |

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▲ **Time** 12:00 PM – 1:00 PM  
**Subject** Lunch - Susan Beals  
**Location** TBD

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▲ **Time** 2:30 PM – 3:00 PM  
**Subject** Contract Towers huddle  
**Location** OST

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                     | <b>Attendance</b> |
|------------------|------------------------------------------------|-------------------|
|                  | Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov> | Organizer         |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>         | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>         | Required          |

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▲ **Time** 6:00 PM – 6:30 PM  
**Subject** Wrap Up  
**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                    | Required          |

|                                                  |          |
|--------------------------------------------------|----------|
| Kan, Derek (OST) <derek.kan@dot.gov>             | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> | Required |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>     | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>         | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>         | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>       | Required |

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**Tuesday, July 24, 2018**

▲ **Time** 8:30 AM – 9:00 AM  
**Subject** Senior Staff Meeting  
**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
|                  | Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                    | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                      | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>                  | Required          |

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▲ **Time** 10:00 AM – 10:30 AM  
**Subject** DOT/WH  
**Categories** Green Category

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▲ **Time** 10:30 AM – 11:15 AM  
**Subject** Pre-Meeting on the FY 2020 OST Budget  
**Location** B1 Conference Room W95-310  
PLEASE NOTE: THIS MEETING WILL FOLLOW THE SWEARING IN CEREMONY!



Per Lana Hurdle:

We would like to invite all of you to a pre-meeting tomorrow morning immediately following the Executive Team Meeting and the planned Swearing in Ceremony, to discuss the paper that will be used for the meetings with the Secretary.

If you cannot come and wish to send someone else in your place, that is totally fine. The meeting will be in the CFO conference room. Thank you. -- Lana

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | Hurdle, Lana (OST) <Lana.Hurdle@dot.gov>                  | Organizer         |
|                  | Rosen, Jeff (OST) <jeff.rosen@dot.gov>                    | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                    | Required          |
|                  | Morris, Willis (OST) <willis.morris@dot.gov>              | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>                  | Required          |
|                  | Wolf, Ariel (OST) <ariel.wolf@dot.gov>                    | Required          |
|                  | Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>            | Required          |
|                  | Kaleta, Judy (OST) <Judy.Kaleta@dot.gov>                  | Required          |
|                  | Washington, Keith (OST) <Keith.Washington@dot.gov>        | Required          |
|                  | Irving, Lori (OST) <Lori.Irving@dot.gov>                  | Required          |
|                  | Clarke, Michael (OST) <michael.clarke@dot.gov>            | Required          |
|                  | Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>            | Required          |

Bibbs-Daniels, Rita (OST) <Rita.Bibbs-Daniels@dot.gov> Required

Ziff, Laura (OST) <Laura.Ziff@dot.gov> Required

Post, Andy (OST) <Andy.Post@dot.gov> Optional

Kan, Derek (OST) <derek.kan@dot.gov> Optional

Lefevre, Maria (OST) <maria.lefevre@dot.gov> Optional

Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> Required

▲ **Time** 11:30 AM – 12:00 PM  
**Subject** DOT/WH  
**Categories** Green Category

▲ **Time** 4:30 PM – 5:00 PM  
**Subject** Meeting w/S2 & Cal Scovel  
**Location** S2's Office

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                         | <b>Attendance</b> |
|------------------|----------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>         | Organizer         |
|                  | Scovel, Calvin L <OIG> <calvin.scovel@oig.dot.gov> | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>             | Required          |

▲ **Time** 4:30 PM – 5:00 PM  
**Subject** OIG

**Wednesday, July 25, 2018**

▲ **Time** 9:30 AM – 10:00 AM  
**Subject** Personnel Discussion  
**Location** Geoff Burr's Office

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                              | <b>Attendance</b> |
|------------------|---------------------------------------------------------|-------------------|
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                  | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                  | Required          |
|                  | Martinez, Raymond P. (FMCSA) <Raymond.Martinez@dot.gov> | Required          |

▲ **Time** 2:00 PM – 3:00 PM  
**Subject** OST FY2020 Budget Briefing  
**Location** Secretary's conference room

Staff: S2/G Burr/S Bradbury/L Hurdle/D Kan/T Inman/A Hanson/J  
Kramer/M McInerney/A Sullivan

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | SecretaryScheduler (OST)<br><SecretaryScheduler@dot.gov>  | Organizer         |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                | Required          |
|                  | Hurdle, Lana (OST) <Lana.Hurdle@dot.gov>                  | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                    | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                      | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>                  | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |
|                  | Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required          |

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|                  |                                                           |                   |
|------------------|-----------------------------------------------------------|-------------------|
| <b>Time</b>      | 6:00 PM – 6:30 PM                                         |                   |
| <b>Subject</b>   | Wrap Up                                                   |                   |
| <b>Location</b>  | Secretary's Conference Room                               |                   |
| <b>Attendees</b> |                                                           |                   |
|                  | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                    | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                      | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |

|                                            |          |
|--------------------------------------------|----------|
| Kramer, John (OST) <John.Kramer@dot.gov>   | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>   | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov> | Required |

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**Thursday, July 26, 2018**



**Time** 9:00 AM – 9:30 AM

**Subject** Weekly (Non-Career) Staff Meeting

**Location** ConfRm-HQ-Lincoln Room (OST)

**Recurrence** Occurs every Thursday effective 7/5/2018 until 7/26/2018 from 9:00 AM to 9:30 AM

**Attendees**

| Name <E-mail>                                           | Attendance |
|---------------------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                  | Organizer  |
| Martinez, Raymond P. (FMCSA) <Raymond.Martinez@dot.gov> | Required   |
| Koehlke, Alex <Alex.Koehlke@dot.gov>                    | Required   |
| Riccardo, George (OST) <george.riccardo@dot.gov>        | Required   |
| Smeda, Elisabeth <AWA> <elisabeth.smeda@faa.gov>        | Required   |
| Plans, Barry (OST) <barry.plans@dot.gov>                | Required   |
| Etchen, Alex (OST) <alex.etchen@dot.gov>                | Required   |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>          | Required   |
| Post, Andy (OST) <Andy.Post@dot.gov>                    | Required   |
| Dombrowski, Eileen (OST) <Eileen.Dombrowski@dot.gov>    | Required   |
| King, Heidi (NHTSA) <heidi.king@dot.gov>                | Required   |
| Graham, Douglas (OST) <douglas.graham@dot.gov>          | Required   |
| Kania, Adriana (OST) <adriana.kania@dot.gov>            | Required   |
| Curto, Michael (OST) <Michael.Curto@dot.gov>            | Required   |
| Elliott, Skip (PHMSA) <howard.elliott@dot.gov>          | Required   |

|                                                        |          |
|--------------------------------------------------------|----------|
| Hess, Chris (FRA) <christopher.hess@dot.gov>           | Required |
| Wilkinson, James (OST) <james.wilkinson@dot.gov>       | Required |
| Owens, James (OST) <James.Owens@dot.gov>               | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>               | Required |
| Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov> | Required |
| Bradford, Stephen (OST) <stephen.bradford@dot.gov>     | Required |
| Reynard, Mike (FHWA) <mike.reynard@dot.gov>            | Required |
| Smith, Loren (OST) <Loren.Smith@dot.gov>               | Required |
| Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>       | Required |
| Parker, Mala (FHWA) <mala.parker@dot.gov>              | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>               | Required |
| Kuo, Monica (OST) <monica.kuo@dot.gov>                 | Required |
| Worthy, Sharon (OST) <sharon.worthy@dot.gov>           | Required |
| Cipriano, Peter (FRA) <peter.cipriano@dot.gov>         | Required |
| Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>         | Required |
| Furman, Jon (OST) <jon.furman@dot.gov>                 | Required |
| Poole, Sean (FMCSA) <sean.poole@dot.gov>               | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                 | Required |
| Ray, James (OST) <Jim.Ray@dot.gov>                     | Required |
| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>           | Required |
| Henry, Tina (OST) <tina.henry@dot.gov>                 | Required |
| Sylvester, Marco (OST) <marco.sylvester@dot.gov>       | Required |
| Smith, Geoff (OST) <geoff.smith@dot.gov>               | Required |

|                                                              |          |
|--------------------------------------------------------------|----------|
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required |
| Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>         | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                       | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>             | Required |
| Barnard, Brian (NHTSA) <brian.barnard@dot.gov>               | Required |
| Kloster, Andrew (OST) <andrew.kloster@dot.gov>               | Required |
| Bedell, Anthony (OST) <anthony.bedell@dot.gov>               | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                   | Required |
| Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>               | Required |
| Kochman, Benjamin (OST)<br><benjamin.kochman@dot.gov>        | Required |
| Nelson, Keith (OST) <keith.nelson@dot.gov>                   | Required |
| Fraser, Bobby (PHMSA) <bobby.fraser@dot.gov>                 | Required |
| Deck, Wiley (FMCSA) <wiley.deck@dot.gov>                     | Required |
| Newman, Philip (FTA) <philip.newman@dot.gov>                 | Required |
| Edwards, Sara (OST) <sara.edwards@dot.gov>                   | Required |
| Cote, Gregory (OST) <gregory.cote@dot.gov>                   | Required |
| Mullen, Jim (FMCSA) <jim.mullen@dot.gov>                     | Required |
| Tucker, Deva (OST) <Deva.Tucker@dot.gov>                     | Required |
| Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>           | Required |
| Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>                    | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>               | Required |
| Morgan, Owen (OST) <owen.morgan@dot.gov>                     | Required |

|                                                           |          |
|-----------------------------------------------------------|----------|
| James, Charles (OST) <charles.james@dot.gov>              | Required |
| Martin, Gregory (OST) <gregory.martin@dot.gov>            | Required |
| Simon, Doug (OST) <doug.simon@dot.gov>                    | Required |
| Minock, Nick (OST) <nickolaus.minock@dot.gov>             | Required |
| Cheap, Casey (OST) <casey.cheap@dot.gov>                  | Required |
| Roberti, Paul (PHMSA) <paul.roberti@dot.gov>              | Required |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>              | Required |
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required |
| ConfRm-HQ-Lincoln Room (OST)<br><Lincoln.Room@dot.gov>    | Resource |
| Flowers, Darien <Darien.Flowers@dot.gov>                  | Required |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>                | Required |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>                | Required |
| Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>        | Required |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                    | Required |
| Mitton, Chris (OST) <chris.mitton@dot.gov>                | Required |
| Morrison, Jonathan (NHTSA)<br><Jonathan.Morrison@dot.gov> | Required |
| Morris, Willis (OST) <willis.morris@dot.gov>              | Required |
| Trippe, Charles <AWA> <charles.trippe@faa.gov>            | Required |
| Amereihn, Tina <AWA> <tina.amereihn@faa.gov>              | Required |

|                                                             |          |
|-------------------------------------------------------------|----------|
| Wang, Tim (OST) <tim.wang@dot.gov>                          | Required |
| Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov>    | Required |
| Chinn, Monica (OST) <monica.chinn@dot.gov>                  | Required |
| Baker, Shana (FHWA) <Shana.Baker@dot.gov>                   | Required |
| Morabito, Cameron (OST)<br><cameron.morabito@dot.gov>       | Required |
| Short, David (OST) <david.short@dot.gov>                    | Required |
| Buzby, Mark (MARAD) <mark.buzby@dot.gov>                    | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>                | Required |
| Pearce, Drue (PHMSA) <drue.pearce@dot.gov>                  | Required |
| Bonini, Kyle (FMCSA) <kyle.bonini@dot.gov>                  | Required |
| Barbknecht, McKenzie (OST)<br><mckenzie.barbknecht@dot.gov> | Required |
| Shaffer, Kirk <kirk.shaffer@faa.gov>                        | Required |

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▲ **Time** 11:00 AM – 1:00 PM  
**Subject** (b) (6)

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▲ **Time** 2:00 PM – 2:30 PM  
**Subject** Surface Transportation Reauthorization  
**Location** S2 Conference Room Dial-in # (b) (6) passcode: (b) (6)  
Future of the HTF

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                 | <b>Attendance</b> |
|------------------|--------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov> | Organizer         |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>       | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>     | Required          |
|                  | Ray, James (OST) <Jim.Ray@dot.gov>         | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>   | Required          |



|                                                  |          |
|--------------------------------------------------|----------|
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>     | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>     | Required |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>   | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>           | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> | Required |
| Flowers, Darien <Darien.Flowers@dot.gov>         | Required |
| Etchen, Alex (OST) <alex.etchen@dot.gov>         | Required |

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▲ **Time** 6:00 PM – 6:30 PM  
**Subject** Wrap Up  
**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                        | <b>Attendance</b> |
|------------------|-------------------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                        | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                            | Required          |
|                  | McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>            | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                              | Required          |
|                  | Furman, Jon (OST) <jon.furman@dot.gov>                            | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                            | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>                  | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>                      | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>                          | Required          |
|                  | Genero, Laura (OST) (Laura.Genero@dot.gov) <Laura.Genero@dot.gov> | Required          |

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**Friday, July 27, 2018**

▲ **Time** 8:30 AM – 9:00 AM  
**Subject** Senior Staff Meeting  
**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b> | <b>Attendance</b> |
|------------------|----------------------------|-------------------|
|------------------|----------------------------|-------------------|

|                                                           |           |
|-----------------------------------------------------------|-----------|
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required  |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required  |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required  |
| Inman, Todd (OST) <todd.inman@dot.gov>                    | Required  |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required  |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required  |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required  |
| Ray, James (OST) <Jim.Ray@dot.gov>                        | Required  |
| Kramer, John (OST) <John.Kramer@dot.gov>                  | Required  |

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▲ **Time** 11:30 AM – 12:00 PM  
**Subject** Non-Career Training Day Task Force  
**Location** W80-302

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From: Flowers, Darien  
Sent: Thursday, July 19, 2018 12:09 PM  
To: Genero, Laura (OST) <Laura.Genero@dot.gov  
<mailto:Laura.Genero@dot.gov> >; Hildebrand, Vicki (OST)  
<victoria.hildebrand@dot.gov <mailto:victoria.hildebrand@dot.gov>  
>; Inman, Todd (OST) <todd.inman@dot.gov  
<mailto:todd.inman@dot.gov> >; Kramer, John (OST)  
<John.Kramer@dot.gov <mailto:John.Kramer@dot.gov> >; Parker,  
Mala (FHWA) <mala.parker@dot.gov <mailto:mala.parker@dot.gov>  
>; Chinn, Monica (OST) <monica.chinn@dot.gov  
<mailto:monica.chinn@dot.gov> >; Barnard, Brian (NHTSA)  
<brian.barnard@dot.gov <mailto:brian.barnard@dot.gov> >  
Cc: Rosen, Jeff (OST) <jeff.rosen@dot.gov  
<mailto:jeff.rosen@dot.gov> >; Burr, Geoff (OST)  
<geoff.burr@dot.gov <mailto:geoff.burr@dot.gov> >; McInerney,  
Marianne (OST) <marianne.mcinerney@dot.gov  
<mailto:marianne.mcinerney@dot.gov> >; Kan, Derek (OST)  
<derek.kan@dot.gov <mailto:derek.kan@dot.gov> >  
Subject: Non-Career Training Day Task Force

All,

Derek has asked that I put together a task force to gather feedback on the agenda/format of the non-career training day. This group's recommendations will help shape the fall non-career training day.

I was hoping we could get together late next week to discuss. I am attaching the final agenda from February to jog your memories of what you liked and disliked.

Does Friday 7/27 at 11:30am tentatively work for everyone?

Thanks in advance for your help to improve the non-career training day .

Best

Darien B. Flowers

Special Assistant

Office of the Under Secretary for Policy

U.S. Department of Transportation

1200 New Jersey Ave, SE

Washington, DC 20590

(202) 366-3040 | [darien.flowers@dot.gov](mailto:darien.flowers@dot.gov)  
<<mailto:darien.flowers@dot.gov>>

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                                                               | <b>Attendance</b> |
|------------------|----------------------------------------------------------------------------------------------------------|-------------------|
|                  | Flowers, Darien < <a href="mailto:Darien.Flowers@dot.gov">Darien.Flowers@dot.gov</a> >                   | Organizer         |
|                  | Genero, Laura (OST) < <a href="mailto:Laura.Genero@dot.gov">Laura.Genero@dot.gov</a> >                   | Required          |
|                  | Hildebrand, Vicki (OST) < <a href="mailto:victoria.hildebrand@dot.gov">victoria.hildebrand@dot.gov</a> > | Required          |
|                  | Inman, Todd (OST) < <a href="mailto:todd.inman@dot.gov">todd.inman@dot.gov</a> >                         | Required          |

|                                                           |          |
|-----------------------------------------------------------|----------|
| Kramer, John (OST) <John.Kramer@dot.gov>                  | Required |
| Parker, Mala (FHWA) <mala.parker@dot.gov>                 | Required |
| Chinn, Monica (OST) <monica.chinn@dot.gov>                | Required |
| Barnard, Brian (NHTSA) <brian.barnard@dot.gov>            | Required |
| Ford, Veronica (OST) <veronica.ford@dot.gov>              | Required |
| Rosen, Jeff (OST) <jeff.rosen@dot.gov>                    | Optional |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Optional |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Optional |
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Optional |

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▲ **Time** 3:30 PM – 4:00 PM

**Subject** NHTSA CAFE

**Location** S1 Conference Room

**Attendees**

| <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|-----------------------------------------------------------|-------------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
| Owens, James (OST) <James.Owens@dot.gov>                  | Required          |
| King, Heidi (NHTSA) <heidi.king@dot.gov>                  | Required          |
| Morrison, Jonathan (NHTSA)<br><Jonathan.Morrison@dot.gov> | Required          |
| Post, Andy (OST) <Andy.Post@dot.gov>                      | Required          |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>              | Required          |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required          |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>            | Required          |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Optional          |

Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> Required

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**Monday, July 30, 2018**

▲ **Time** 8:30 AM – 9:00 AM  
**Subject** Senior Staff Meeting  
**Location** Secretary's Conference Room

**Attendees**

| Name <E-mail>                                          | Attendance |
|--------------------------------------------------------|------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>             | Organizer  |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>               | Required   |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                 | Required   |
| McInerney, Marianne (OST) <marianne.mcinerney@dot.gov> | Required   |
| Inman, Todd (OST) <todd.inman@dot.gov>                 | Required   |
| Kan, Derek (OST) <derek.kan@dot.gov>                   | Required   |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>       | Required   |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>           | Required   |
| Kramer, John (OST) <John.Kramer@dot.gov>               | Required   |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>               | Required   |

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▲ **Time** 9:30 AM – 11:00 AM  
**Subject** RED FOLDER  
**Categories** Red Category

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▲ **Time** 11:30 AM – 12:00 PM  
**Subject** CAFE Rollout Discussion  
**Location** S2 Conference Room

**Attendees**

| Name <E-mail>                                          | Attendance |
|--------------------------------------------------------|------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>             | Organizer  |
| Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov> | Required   |
| King, Heidi (NHTSA) <heidi.king@dot.gov>               | Required   |
| Morrison, Jonathan (NHTSA) <Jonathan.Morrison@dot.gov> | Required   |

|                                                           |          |
|-----------------------------------------------------------|----------|
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required |
| Owens, James (OST) <James.Owens@dot.gov>                  | Required |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>              | Required |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>            | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                | Optional |

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▲ **Time** 12:30 PM – 1:30 PM  
**Subject** Lunch with Reed Cordish & David Cordish  
**Location** S1's Office  
Attendees: Reed Cordish, David Cordish

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                       | <b>Attendance</b> |
|------------------|--------------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>           | Organizer         |
|                  | Tucker, Deva (OST) <Deva.Tucker@dot.gov>         | Required          |
|                  | Guynn, Michelle (OST) <Michelle.D.Guynn@dot.gov> | Required          |
|                  | Edwards, Sara (OST) <sara.edwards@dot.gov>       | Required          |
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>       | Required          |
|                  | Ray, James (OST) <Jim.Ray@dot.gov>               | Required          |

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▲ **Time** 1:30 PM – 2:15 PM  
**Subject** FHWA FY2020 Budget Briefing  
**Location** S2 Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                       | <b>Attendance</b> |
|------------------|--------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>       | Organizer         |
|                  | Bezio, Brian (FHWA) <Brian.Bezio@dot.gov>        | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> | Required          |

|                                                              |          |
|--------------------------------------------------------------|----------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                       | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                     | Required |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required |
| Hurdle, Lana (OST) <Lana.Hurdle@dot.gov>                     | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>                     | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov>    | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>                 | Required |

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▲ **Time** 2:30 PM – 3:00 PM  
**Subject** Call David S.

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▲ **Time** 2:30 PM – 3:00 PM  
**Subject** NY/NJ  
**Location** S2 Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | Ray, James (OST) <Jim.Ray@dot.gov>                        | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>                  | Required          |
|                  | Newman, Philip (OST) <philip.newman@dot.gov>              | Required          |
|                  | Williams, Jane (FTA) <k.jane.williams@dot.gov>            | Required          |
|                  | Sturges, Matt (FRA) <Matt.Sturges@dot.gov>                | Required          |
|                  | Hess, Chris (FRA) <christopher.hess@dot.gov>              | Required          |
|                  | Garg, Arjun (FTA) <arjun.garg@dot.gov>                    | Required          |
|                  | Burthey, Grover (OST) <grover.burthey@dot.gov>            | Required          |

|                                                |          |
|------------------------------------------------|----------|
| Gibson, Mekila (OST) <mekila.gibson@dot.gov>   | Required |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov> | Required |
| Reyes, Juan D. III (FRA) <j.reyes@dot.gov>     | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>         | Required |
| Bradley, Perrin (FRA) <perrin.bradley@dot.gov> | Required |
| Post, Andy (OST) <Andy.Post@dot.gov>           | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>   | Required |

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▲ **Time** 3:00 PM – 4:00 PM  
**Subject** Tim Wang  
**Location** Geoff's office

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>             | <b>Attendance</b> |
|------------------|----------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov> | Organizer         |
|                  | Wang, Tim (OST) <tim.wang@dot.gov>     | Required          |

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▲ **Time** 4:00 PM – 4:45 PM  
**Subject** NHTSA FY2020 Budget Briefing  
**Location** S2 Conference Room  
Staff: S2/G Burr/L Hurdle/J Kramer/A Sullivan/H King  
Optional: M McInerney/S Bradbury

\*\*Heidi King is in Colorado from Tuesday, July 24th in the evening through July 29th. She will be back in the office on July 30th.

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                   | <b>Attendance</b> |
|------------------|----------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>   | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>       | Required          |
|                  | Hurdle, Lana (OST) <Lana.Hurdle@dot.gov>     | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>     | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov> | Required          |



|                                                  |          |
|--------------------------------------------------|----------|
| King, Heidi (NHTSA) <heidi.king@dot.gov>         | Required |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>       | Required |
| Barnard, Brian (NHTSA) <brian.barnard@dot.gov>   | Required |
| Danielson, Jack (NHTSA) <jack.danielson@dot.gov> | Required |
| Parker, Cynthia (NHTSA) <Cynthia.Parker@dot.gov> | Required |
| Murray, David (NHTSA) <david.murray@dot.gov>     | Required |

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▲ **Time** 5:30 PM – 6:00 PM

**Subject** CAFE Rollout Discussion

**Location** S2 Conference Room

**Attendees**

| <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|-----------------------------------------------------------|-------------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
| Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov>    | Required          |
| King, Heidi (NHTSA) <heidi.king@dot.gov>                  | Required          |
| Morrison, Jonathan (NHTSA)<br><Jonathan.Morrison@dot.gov> | Required          |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required          |
| Owens, James (OST) <James.Owens@dot.gov>                  | Required          |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required          |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>              | Required          |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>            | Required          |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                | Required          |
| Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>      | Required          |
| Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>          | Required          |

Graham, Douglas (OST) <douglas.graham@dot.gov> Required

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▲ **Time** 6:00 PM – 6:30 PM  
**Subject** Wrap Up  
**Location** Secretary's Conference Room

**Attendees**

| Name <E-mail>                                          | Attendance |
|--------------------------------------------------------|------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>             | Organizer  |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                 | Required   |
| McInerney, Marianne (OST) <marianne.mcinerney@dot.gov> | Required   |
| Inman, Todd (OST) <todd.inman@dot.gov>                 | Required   |
| Kan, Derek (OST) <derek.kan@dot.gov>                   | Required   |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>       | Required   |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>           | Required   |
| Kramer, John (OST) <John.Kramer@dot.gov>               | Required   |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>               | Required   |
| Genero, Laura (OST) <Laura.Genero@dot.gov>             | Required   |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>               | Required   |

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**Tuesday, July 31, 2018**

▲ **Time** All Day  
**Subject** Get speaker for Thursday meeting  
**Categories** Orange Category

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▲ **Time** 8:30 AM – 9:00 AM  
**Subject** Senior Staff Meeting  
**Location** Secretary's Conference Room

**Attendees**

| Name <E-mail>                                          | Attendance |
|--------------------------------------------------------|------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>             | Organizer  |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                 | Required   |
| McInerney, Marianne (OST) <marianne.mcinerney@dot.gov> | Required   |

|                                                  |          |
|--------------------------------------------------|----------|
| Inman, Todd (OST) <todd.inman@dot.gov>           | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>             | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> | Required |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>     | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>         | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>         | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>       | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>         | Required |

---

▲ **Time** 9:30 AM – 10:00 AM

**Subject** Weekly Modal Administrator's Meeting

**Location** Lincoln Conference Room

**Attendees**

| <b>Name &lt;E-mail&gt;</b>                         | <b>Attendance</b> |
|----------------------------------------------------|-------------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>         | Organizer         |
| Buzby, Mark (MARAD) <mark.buzby@dot.gov>           | Required          |
| Scovel, Calvin L <OIG> <calvin.scovel@oig.dot.gov> | Required          |
| Elliott, Skip (PHMSA) <howard.elliott@dot.gov>     | Required          |
| Behm, Mitchell <OIG> <mitchell.behm@oig.dot.gov>   | Required          |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>   | Required          |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>       | Required          |
| Kramer, John (OST) <John.Kramer@dot.gov>           | Required          |
| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>       | Required          |
| Edwards, Sara (OST) <sara.edwards@dot.gov>         | Required          |
| Walker, Cheryl (FHWA) <cheryl.walker@dot.gov>      | Required          |
| Burr, Geoff (OST) <geoff.burr@dot.gov>             | Required          |
| Genero, Laura (OST) <Laura.Genero@dot.gov>         | Required          |

|                                                              |          |
|--------------------------------------------------------------|----------|
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required |
| Hildebrand, Vicki (OST) <victoria.hildebrand@dot.gov>        | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                       | Required |
| James, Charles (OST) <charles.james@dot.gov>                 | Required |
| King, Heidi (NHTSA) <heidi.king@dot.gov>                     | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                     | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov>    | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>                 | Required |
| Morgan, Owen (OST) <owen.morgan@dot.gov>                     | Required |
| Morris, Willis (OST) <willis.morris@dot.gov>                 | Required |
| Nelson, Keith (OST) <keith.nelson@dot.gov>                   | Required |
| Owens, James (OST) <James.Owens@dot.gov>                     | Required |
| Pearce, Drue (PHMSA) <drue.pearce@dot.gov>                   | Required |
| Ray, James (OST) <Jim.Ray@dot.gov>                           | Required |
| Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>         | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>               | Required |
| Baldwin, Kristen (OST) <kristen.baldwin@dot.gov>             | Required |
| Callender, Duane (FHWA) <Duane.Callender@dot.gov>            | Required |
| Danielson, Jack (NHTSA) <jack.danielson@dot.gov>             | Required |
| Farley, Audrey (PHMSA) <Audrey.Farley@dot.gov>               | Required |
| Hurdle, Lana (OST) <Lana.Hurdle@dot.gov>                     | Required |
| Jefferson, Daphne (OST) <daphne.jefferson@dot.gov>           | Required |

|                                                            |          |
|------------------------------------------------------------|----------|
| Kaleta, Judy (OST) <Judy.Kaleta@dot.gov>                   | Required |
| Lefevre, Maria (OST) <maria.lefevre@dot.gov>               | Required |
| McMillan, Howard (PHMSA)<br><howard.mcmillan@dot.gov>      | Required |
| Middlebrook, Craig (SLS) <Craig.Middlebrook@dot.gov>       | Required |
| Nissenbaum, Paul (FRA) <paul.nissenbaum@dot.gov>           | Required |
| Szabat, Joel (OST) <Joel.Szabat@dot.gov>                   | Required |
| Washington, Keith (OST) <Keith.Washington@dot.gov>         | Required |
| Welbes, Matt (FTA) <Matt.Welbes@dot.gov>                   | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                       | Required |
| Martinez, Raymond P. (FMCSA)<br><Raymond.Martinez@dot.gov> | Required |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>               | Required |
| Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>         | Required |
| Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov>   | Required |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>                 | Required |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                     | Required |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>                 | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                     | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                   | Required |

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▲ **Time** 10:30 AM – 11:00 AM  
**Subject** Rollout FMCSA Hours of Service ANPRM  
**Location** S1 Conference Room  
**Attendees**

| Name <E-mail>                              | Attendance |
|--------------------------------------------|------------|
| Deputy Scheduler <DeputyScheduler@dot.gov> | Organizer  |

|                                                            |          |
|------------------------------------------------------------|----------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                     | Required |
| Deck, Wiley (FMCSA) <wiley.deck@dot.gov>                   | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov>  | Required |
| Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov>     | Required |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>               | Required |
| Mullen, Jim (FMCSA) <jim.mullen@dot.gov>                   | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>           | Required |
| Martinez, Raymond P. (FMCSA)<br><Raymond.Martinez@dot.gov> | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>               | Required |
| Owens, James (OST) <James.Owens@dot.gov>                   | Optional |
| Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov>   | Required |

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▲ **Time** 11:15 AM – 12:00 PM  
**Subject** PHMSA FY2020 Budget Briefing  
**Location** S2 Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | Hurdle, Lana (OST) <Lana.Hurdle@dot.gov>                  | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>                  | Required          |
|                  | Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required          |
|                  | McMaster, Sean (OST) <sean.mcmaster@dot.gov>              | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |

Elliott, Skip (PHMSA) <howard.elliott@dot.gov> Required

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▲ **Time** 1:30 PM – 2:00 PM  
**Subject** Sheila G

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▲ **Time** 3:00 PM – 5:30 PM  
**Subject** Red Folders

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▲ **Time** 6:00 PM – 6:30 PM  
**Subject** Wrap Up  
**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                    | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                      | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>                  | Required          |
|                  | Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required          |
|                  | Genero, Laura (OST) <Laura.Genero@dot.gov>                | Required          |
|                  | Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required          |

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## Calendar Calendar

Wednesday, August 1, 2018 – Friday, August 31, 2018

Time zone: (UTC-05:00) Eastern Time (US & Canada)

(Adjusted for Daylight Saving Time)

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### August 2018

Su Mo Tu We Th Fr Sa

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|----|--------------------|--------------------|--------------------|--------------------|--------------------|----|
|    |                    |                    | <a href="#">1</a>  | <a href="#">2</a>  | <a href="#">3</a>  | 4  |
| 5  | <a href="#">6</a>  | <a href="#">7</a>  | <a href="#">8</a>  | <a href="#">9</a>  | <a href="#">10</a> | 11 |
| 12 | <a href="#">13</a> | <a href="#">14</a> | <a href="#">15</a> | <a href="#">16</a> | <a href="#">17</a> | 18 |
| 19 | <a href="#">20</a> | <a href="#">21</a> | <a href="#">22</a> | <a href="#">23</a> | <a href="#">24</a> | 25 |
| 26 | <a href="#">27</a> | <a href="#">28</a> | <a href="#">29</a> | <a href="#">30</a> | <a href="#">31</a> |    |

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|       |                                                                                                  |            |                     |
|-------|--------------------------------------------------------------------------------------------------|------------|---------------------|
| ▲     | <a href="#">MARAD FY2020 Budget Briefing</a>                                                     | Wed, Aug 1 | 10:30 AM – 11:15 AM |
|       | S2 Conference Room                                                                               |            |                     |
|       | <a href="#">Doug Simon Personnel Discussion</a>                                                  |            | 11:30 AM – 11:45 AM |
|       | Geof's office                                                                                    |            |                     |
|       | <a href="#">CoS/DCoS Lunch</a>                                                                   |            | 12:00 PM – 1:00 PM  |
|       | TBD                                                                                              |            |                     |
|       | <a href="#">FMCSA FY2020 Budget Briefing</a>                                                     |            | 1:00 PM – 1:45 PM   |
|       | S2 Conference Room                                                                               |            |                     |
|       | <a href="#">Ratification of Administrative Law Judge &amp; Administrative Judge Appointments</a> |            | 5:30 PM – 6:00 PM   |
|       | S2's Office                                                                                      |            |                     |
|       | <a href="#">Wrap Up</a>                                                                          |            | 6:00 PM – 6:30 PM   |
|       | Secretary's Conference Room                                                                      |            |                     |
| <hr/> |                                                                                                  |            |                     |
| ▲     | <a href="#">Weekly (Non-Career) Staff Meeting</a>                                                | Thu, Aug 2 | 9:00 AM – 9:30 AM   |
|       | ConfRm-HQ-Lincoln Room (OST)                                                                     |            |                     |
| <hr/> |                                                                                                  |            |                     |
| ▲     | <a href="#">SLSDC FY2020 Budget Briefing</a>                                                     | Fri, Aug 3 | 10:00 AM – 10:20 AM |
|       | S2 Conference Room                                                                               |            |                     |
|       | <a href="#">Meeting with Shelley Hymes</a>                                                       |            | 11:00 AM – 12:00 PM |
|       | ConfRm-HQ-Lincoln Room (OST)                                                                     |            |                     |
|       | <a href="#">Paul Johnson</a>                                                                     |            | 2:00 PM – 2:30 PM   |
|       | <a href="#">Olivia Burr</a>                                                                      |            | 3:15 PM – 4:15 PM   |

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|       |                                                   |                           |                     |
|-------|---------------------------------------------------|---------------------------|---------------------|
| ▲     | (b) (6)                                           | Mon, Aug 6 to Fri, Aug 10 |                     |
|       | <a href="#">Senior Staff Meeting</a>              | Mon, Aug 6                | 8:30 AM – 9:00 AM   |
|       | Secretary's Conference Room                       |                           |                     |
|       | <a href="#">Scheduling Items</a>                  |                           | 11:00 AM – 11:45 AM |
|       | S1 Conference Room/Geoff will call Laura          |                           |                     |
|       | <a href="#">Wrap Up</a>                           |                           | 6:00 PM – 6:30 PM   |
|       | Secretary's Conference Room                       |                           |                     |
| <hr/> |                                                   |                           |                     |
| ▲     | <a href="#">Senior Staff Meeting</a>              | Tue, Aug 7                | 8:30 AM – 9:00 AM   |
|       | Secretary's Conference Room                       |                           |                     |
|       | <a href="#">DOT/WH</a>                            |                           | 10:00 AM – 10:30 AM |
|       | <a href="#">WH/DOT</a>                            |                           | 11:30 AM – 12:00 PM |
|       | <a href="#">Sean Doocey</a>                       |                           | 2:00 PM – 2:30 PM   |
|       | TBD                                               |                           |                     |
|       | <a href="#">Budget Discussion</a>                 |                           | 3:00 PM – 3:30 PM   |
|       | S3 Conference Room (W80-302)                      |                           |                     |
|       | <a href="#">Wrap Up</a>                           |                           | 6:00 PM – 6:30 PM   |
|       | Secretary's Conference Room                       |                           |                     |
| <hr/> |                                                   |                           |                     |
| ▲     | <a href="#">Red Folder Time</a>                   | Wed, Aug 8                | 10:00 AM – 11:30 AM |
|       | <a href="#">Wrap Up</a>                           |                           | 6:00 PM – 6:30 PM   |
|       | Secretary's Conference Room                       |                           |                     |
| <hr/> |                                                   |                           |                     |
| ▲     | <a href="#">Senior Staff Meeting</a>              | Thu, Aug 9                | 8:30 AM – 9:00 AM   |
|       | Secretary's Conference Room                       |                           |                     |
|       | <a href="#">Weekly (Non-Career) Staff Meeting</a> |                           | 9:00 AM – 9:30 AM   |
|       | ConfRm-HQ-Lincoln Room (OST)                      |                           |                     |
|       | <a href="#">CIG Roll-Out</a>                      |                           | 11:15 AM – 11:45 AM |
|       | S1 Conference Room                                |                           |                     |
|       | <a href="#">Hold</a>                              |                           | 1:30 PM – 3:00 PM   |
|       | <a href="#">PTC Report Roll out</a>               |                           | 3:00 PM – 3:30 PM   |
|       | S1 Conference Room                                |                           |                     |
|       | <a href="#">Wrap Up</a>                           |                           | 6:00 PM – 6:30 PM   |
|       | Secretary's Conference Room                       |                           |                     |
| <hr/> |                                                   |                           |                     |
| ▲     | (b) (6)                                           | Fri, Aug 10               |                     |
|       | <a href="#">Senior Staff Meeting</a>              | Fri, Aug 10               | 8:30 AM – 9:00 AM   |
|       | Secretary's Conference Room                       |                           |                     |
|       | <a href="#">Friday Lunch at EDR</a>               |                           | 12:00 PM – 1:00 PM  |
|       | EDR                                               |                           |                     |
|       | <a href="#">Hold - (b) (6)</a>                    |                           | 2:00 PM – 5:30 PM   |
|       |                                                   |                           |                     |

|       |                                                                                                                                                    |             |                     |
|-------|----------------------------------------------------------------------------------------------------------------------------------------------------|-------------|---------------------|
| ▲     | <a href="#">Senior Staff Meeting</a><br>Secretary's Conference Room                                                                                | Mon, Aug 13 | 8:30 AM – 9:00 AM   |
|       | <a href="#">Felix Leonardo Martinez</a><br>(b) (6)                                                                                                 |             | 10:30 AM – 11:00 AM |
|       | <a href="#">Pre scheduling</a><br>Secretarys conference room                                                                                       |             | 12:00 PM – 12:30 PM |
|       | <a href="#">Scheduling meeting</a><br>Secretary's Office                                                                                           |             | 4:30 PM – 5:30 PM   |
|       | <a href="#">Meet with Willis</a><br>COS Office                                                                                                     |             | 5:30 PM – 5:45 PM   |
| <hr/> |                                                                                                                                                    |             |                     |
| ▲     | <a href="#">DOT/WH</a>                                                                                                                             | Tue, Aug 14 | 10:00 AM – 10:30 AM |
|       | <a href="#">WH/DOT</a>                                                                                                                             |             | 11:30 AM – 12:00 PM |
| <hr/> |                                                                                                                                                    |             |                     |
| ▲     | <a href="#">Interview w/ (b) (6)</a><br><a href="#">(MARAD)</a><br>S2's Office                                                                     | Wed, Aug 15 | 11:00 AM – 11:30 AM |
| <hr/> |                                                                                                                                                    |             |                     |
| ▲     | <a href="#">Weekly (Non-Career) Staff Meeting</a><br>ConfRm-HQ-Lincoln Room (OST)                                                                  | Thu, Aug 16 | 9:00 AM – 9:30 AM   |
|       | <a href="#">Follow-up</a><br>Geoff's office                                                                                                        |             | 10:00 AM – 10:30 AM |
|       | <a href="#">Folder Time</a>                                                                                                                        |             | 10:30 AM – 12:00 PM |
|       | <a href="#">International Travel Approval Process &amp; S1 Proposed Travel Plan</a><br>DOT Building - 9th Floor, Lincoln Conference Room (W90-302) |             | 1:00 PM – 1:45 PM   |
|       | <a href="#">Stephen Carmel (MARAD)</a><br>S2 Conference Room                                                                                       |             | 2:45 PM – 3:15 PM   |
|       | <a href="#">STR Meeting</a><br>S2 Conference Room                                                                                                  |             | 4:00 PM – 4:30 PM   |
|       | <a href="#">Jack Buono (MARAD)</a><br>S2 Conference Room                                                                                           |             | 5:00 PM – 5:30 PM   |
| <hr/> |                                                                                                                                                    |             |                     |
| ▲     | (b) (6)                                                                                                                                            | Fri, Aug 17 |                     |
|       | <a href="#">Senior Staff Meeting</a><br>Secretary's Conference Room                                                                                | Fri, Aug 17 | 8:30 AM – 9:00 AM   |
|       | <a href="#">Meeting to Discuss NC Training Day Calendar</a><br>COS Office                                                                          |             | 9:00 AM – 9:30 AM   |
|       | <a href="#">Paul Johnson</a><br>Geoff's office                                                                                                     |             | 9:30 AM – 10:00 AM  |
|       | <a href="#">Canceled: Schedule Review</a>                                                                                                          |             | 10:00 AM – 10:30 AM |

|   |                                                       |                            |                     |
|---|-------------------------------------------------------|----------------------------|---------------------|
|   | <a href="#">Check in w/Rita</a>                       |                            | 10:30 AM – 10:35 AM |
|   | (b) (6)                                               |                            | 12:50 PM – 2:27 PM  |
| ▲ | (b) (6)                                               | Mon, Aug 20 to Fri, Aug 24 |                     |
| ▲ | <a href="#">S2 out on travel to CA</a>                | Tue, Aug 21 to Thu, Aug 23 |                     |
|   | <a href="#">DOT/WH</a>                                | Tue, Aug 21                | 10:00 AM – 10:30 AM |
|   | <a href="#">WH/DOT</a>                                |                            | 11:30 AM – 12:00 PM |
| ▲ | <a href="#">Discretionary AIP Grants SRT Briefing</a> | Wed, Aug 22                | 3:00 PM – 5:00 PM   |
|   | Lincoln Room                                          |                            |                     |
| ▲ | <a href="#">Weekly (Non-Career) Staff Meeting</a>     | Thu, Aug 23                | 9:00 AM – 9:30 AM   |
|   | ConfRm-HQ-Lincoln Room (OST)                          |                            |                     |
|   | <a href="#">Senior Staff Wrap Up</a>                  |                            | 6:00 PM – 6:30 PM   |
|   | Lincoln Room                                          |                            |                     |
| ▲ | <a href="#">Senior Staff Meeting</a>                  | Fri, Aug 24                | 8:30 AM – 9:00 AM   |
|   | Secretary's Conference Room                           |                            |                     |
|   | <a href="#">Canceled: Schedule Review</a>             |                            | 9:30 AM – 10:00 AM  |
|   | COS Office                                            |                            |                     |
|   | <a href="#">Friday Lunch at EDR</a>                   |                            | 12:00 PM – 1:00 PM  |
|   | EDR                                                   |                            |                     |
| ▲ | <a href="#">Senior Staff Meeting</a>                  | Mon, Aug 27                | 8:30 AM – 9:00 AM   |
|   | Secretary's Conference Room                           |                            |                     |
|   | <a href="#">Shelly Hymes Tag-up</a>                   |                            | 1:00 PM – 1:30 PM   |
|   | Geoff will call Shelly (b) (6)                        |                            |                     |
|   | <a href="#">Meeting with Paul Johnson</a>             |                            | 3:00 PM – 4:00 PM   |
|   | Todd's Office                                         |                            |                     |
|   | <a href="#">Wrap Up</a>                               |                            | 6:00 PM – 6:30 PM   |
|   | Secretary Conference Room                             |                            |                     |
| ▲ | <a href="#">Senior Staff Meeting</a>                  | Tue, Aug 28                | 8:30 AM – 9:00 AM   |
|   | Secretary's Conference Room                           |                            |                     |
|   | <a href="#">Weekly Modal Administrator's Meeting</a>  |                            | 9:30 AM – 10:00 AM  |
|   | Lincoln Conference Room                               |                            |                     |
|   | <a href="#">Call Lee's Office</a>                     |                            | 10:00 AM – 10:30 AM |
|   | <a href="#">DOT/WH</a>                                |                            | 10:00 AM – 10:30 AM |

|                                                        |  |                     |
|--------------------------------------------------------|--|---------------------|
| <a href="#">Interview - FRA Dir. Of Public Affairs</a> |  | 11:00 AM – 11:30 AM |
| Geoff's office                                         |  |                     |
| <a href="#">WH/DOT</a>                                 |  | 11:30 AM – 12:00 PM |
| <a href="#">Wrap Up</a>                                |  | 6:00 PM – 6:30 PM   |
| Secretary's Conference Room                            |  |                     |

|                                              |             |                   |
|----------------------------------------------|-------------|-------------------|
| ▲ <a href="#">SLC Land</a>                   | Wed, Aug 29 | 1:30 PM – 2:00 PM |
| Administrator's Conference Room (10th Floor) |             |                   |
| <a href="#">2019 Policy</a>                  |             | 2:00 PM – 2:45 PM |
| S2 Conference Room                           |             |                   |
| <a href="#">Wrap Up</a>                      |             | 6:00 PM – 6:30 PM |
| Secretary's Conference Room                  |             |                   |

|                                                     |             |                   |
|-----------------------------------------------------|-------------|-------------------|
| ▲ <a href="#">Weekly (Non-Career) Staff Meeting</a> | Thu, Aug 30 | 9:00 AM – 9:30 AM |
| ConfRm-HQ-Lincoln Room (OST)                        |             |                   |
| <a href="#">DOT/FAA</a>                             |             | 1:30 PM – 2:00 PM |
| <a href="#">FAA's 60th Anniversary</a>              |             | 2:00 PM – 3:00 PM |
| FAA Elwood P. Quesada Auditorium                    |             |                   |
| <a href="#">FAA/DOT</a>                             |             | 2:30 PM – 3:00 PM |
| <a href="#">2019 Policy Follow-Up</a>               |             | 5:15 PM – 5:45 PM |
| S2 Conference Room                                  |             |                   |

|                                      |             |                     |
|--------------------------------------|-------------|---------------------|
| ▲ (b) (6)                            | Fri, Aug 31 |                     |
| <a href="#">Senior Staff Meeting</a> | Fri, Aug 31 | 8:30 AM – 9:00 AM   |
| Secretary's Conference Room          |             |                     |
| <a href="#">BUILD SRT</a>            |             | 10:00 AM – 11:30 AM |
| Lincoln Conference Room              |             |                     |
| <a href="#">Friday Lunch at EDR</a>  |             | 12:00 PM – 1:00 PM  |
| EDR                                  |             |                     |
| <a href="#">Reminder:</a> (b) (5)    |             | 3:30 PM – 4:00 PM   |

**Details**

**Wednesday, August 1, 2018**

|   |                  |                              |                   |
|---|------------------|------------------------------|-------------------|
| ▲ | <b>Time</b>      | 10:30 AM – 11:15 AM          |                   |
|   | <b>Subject</b>   | MARAD FY2020 Budget Briefing |                   |
|   | <b>Location</b>  | S2 Conference Room           |                   |
|   |                  | Optional: McInerney/Bradbury |                   |
|   | <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>   | <b>Attendance</b> |

|                                                           |           |
|-----------------------------------------------------------|-----------|
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required  |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required  |
| Buzby, Mark (MARAD) <mark.buzby@dot.gov>                  | Required  |
| Hurdle, Lana (OST) <Lana.Hurdle@dot.gov>                  | Required  |
| Kramer, John (OST) <John.Kramer@dot.gov>                  | Required  |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required  |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required  |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>              | Required  |
| Burthey, Grover (OST) <grover.burthey@dot.gov>            | Required  |
| Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>        | Required  |
| Moschkin, Lydia (MARAD) <lydia.moschkin@dot.gov>          | Required  |

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▲ **Time** 11:30 AM – 11:45 AM  
**Subject** Doug Simon Personnel Discussion  
**Location** Geof's office  
**Attendees**

| Name <E-mail>                          | Attendance |
|----------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov> | Organizer  |
| Simon, Doug (OST) <doug.simon@dot.gov> | Required   |

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▲ **Time** 12:00 PM – 1:00 PM  
**Subject** CoS/DCoS Lunch  
**Location** TBD  
**Attendees**

| Name <E-mail>                            | Attendance |
|------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>   | Organizer  |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov> | Required   |

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▲ **Time** 1:00 PM – 1:45 PM  
**Subject** FMCSA FY2020 Budget Briefing  
**Location** S2 Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                 | <b>Attendance</b> |
|------------------|------------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                 | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                     | Required          |
|                  | Hanson, Alan (OST) <Alan.Hanson@dot.gov>                   | Required          |
|                  | Hurdle, Lana (OST) <Lana.Hurdle@dot.gov>                   | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>                   | Required          |
|                  | Martinez, Raymond P. (FMCSA)<br><Raymond.Martinez@dot.gov> | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>           | Required          |
|                  | Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov>   | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov>  | Required          |
|                  | McMaster, Sean (OST) <sean.mcmaster@dot.gov>               | Required          |
|                  | Fulton, Finch (OST) <Finch.Fulton@dot.gov>                 | Required          |
|                  | Wolf, Ariel (OST) <ariel.wolf@dot.gov>                     | Required          |



**Time** 5:30 PM – 6:00 PM

**Subject** Ratification of Administrative Law Judge & Administrative Judge Appointments

**Location** S2's Office

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                       | <b>Attendance</b> |
|------------------|--------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>       | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>           | Required          |
|                  | Simon, Doug (OST) <doug.simon@dot.gov>           | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> | Required          |
|                  | Burthey, Grover (OST) <grover.burthey@dot.gov>   | Required          |




**Time** 6:00 PM – 6:30 PM

**Subject** Wrap Up

|                  |                                                           |                   |
|------------------|-----------------------------------------------------------|-------------------|
| <b>Location</b>  | Secretary's Conference Room                               |                   |
| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                    | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                      | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>                  | Required          |
|                  | Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required          |
|                  | Genero, Laura (OST) <Laura.Genero@dot.gov>                | Required          |
|                  | Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required          |

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**Thursday, August 2, 2018**

|                                                                                     |                   |                                                                                  |                   |
|-------------------------------------------------------------------------------------|-------------------|----------------------------------------------------------------------------------|-------------------|
|  | <b>Time</b>       | 9:00 AM – 9:30 AM                                                                |                   |
|                                                                                     | <b>Subject</b>    | Weekly (Non-Career) Staff Meeting                                                |                   |
|                                                                                     | <b>Location</b>   | ConfRm-HQ-Lincoln Room (OST)                                                     |                   |
|                                                                                     | <b>Recurrence</b> | Occurs every Thursday effective 8/2/2018 until 8/30/2018 from 9:00 AM to 9:30 AM |                   |
|                                                                                     | <b>Attendees</b>  | <b>Name &lt;E-mail&gt;</b>                                                       | <b>Attendance</b> |
|                                                                                     |                   | Burr, Geoff (OST) <geoff.burr@dot.gov>                                           | Organizer         |
|                                                                                     |                   | Martinez, Raymond P. (FMCSA)<br><Raymond.Martinez@dot.gov>                       | Required          |
|                                                                                     |                   | Koehlke, Alex <Alex.Koehlke@dot.gov>                                             | Required          |
|                                                                                     |                   | Riccardo, George (OST) <george.riccardo@dot.gov>                                 | Required          |
|                                                                                     |                   | Smeda, Elisabeth <AWA> <elisabeth.smeda@faa.gov>                                 | Required          |
|                                                                                     |                   | Plans, Barry (OST) <barry.plans@dot.gov>                                         | Required          |

|                                                         |          |
|---------------------------------------------------------|----------|
| Etchen, Alex (OST) <alex.etchen@dot.gov>                | Required |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>          | Required |
| Post, Andy (OST) <Andy.Post@dot.gov>                    | Required |
| Dombrowski, Eileen (OST)<br><Eileen.Dombrowski@dot.gov> | Required |
| King, Heidi (NHTSA) <heidi.king@dot.gov>                | Required |
| Graham, Douglas (OST) <douglas.graham@dot.gov>          | Required |
| Kania, Adriana (OST) <adriana.kania@dot.gov>            | Required |
| Curto, Michael (OST) <Michael.Curto@dot.gov>            | Required |
| Elliott, Skip (PHMSA) <howard.elliott@dot.gov>          | Required |
| Hess, Chris (FRA) <christopher.hess@dot.gov>            | Required |
| Wilkinson, James (OST) <james.wilkinson@dot.gov>        | Required |
| Owens, James (OST) <James.Owens@dot.gov>                | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>                | Required |
| Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov>  | Required |
| Bradford, Stephen (OST) <stephen.bradford@dot.gov>      | Required |
| Reynard, Mike (FHWA) <mike.reynard@dot.gov>             | Required |
| Smith, Loren (OST) <Loren.Smith@dot.gov>                | Required |
| Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>        | Required |
| Parker, Mala (FHWA) <mala.parker@dot.gov>               | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                | Required |
| Kuo, Monica (OST) <monica.kuo@dot.gov>                  | Required |
| Worthy, Sharon (OST) <sharon.worthy@dot.gov>            | Required |
| Cipriano, Peter (FRA) <peter.cipriano@dot.gov>          | Required |



|                                                              |          |
|--------------------------------------------------------------|----------|
| Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>               | Required |
| Furman, Jon (OST) <jon.furman@dot.gov>                       | Required |
| Poole, Sean (FMCSA) <sean.poole@dot.gov>                     | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                       | Required |
| Ray, James (OST) <Jim.Ray@dot.gov>                           | Required |
| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>                 | Required |
| Henry, Tina (OST) <tina.henry@dot.gov>                       | Required |
| Sylvester, Marco (OST) <marco.sylvester@dot.gov>             | Required |
| Smith, Geoff (OST) <geoff.smith@dot.gov>                     | Required |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required |
| Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>         | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                       | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>             | Required |
| Barnard, Brian (NHTSA) <brian.barnard@dot.gov>               | Required |
| Kloster, Andrew (OST) <andrew.kloster@dot.gov>               | Required |
| Bedell, Anthony (OST) <anthony.bedell@dot.gov>               | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                   | Required |
| Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>               | Required |
| Kochman, Benjamin (OST)<br><benjamin.kochman@dot.gov>        | Required |
| Nelson, Keith (OST) <keith.nelson@dot.gov>                   | Required |
| Fraser, Bobby (PHMSA) <bobby.fraser@dot.gov>                 | Required |
| Deck, Wiley (FMCSA) <wiley.deck@dot.gov>                     | Required |

|                                                           |          |
|-----------------------------------------------------------|----------|
| Newman, Philip (FTA) <philip.newman@dot.gov>              | Required |
| Edwards, Sara (OST) <sara.edwards@dot.gov>                | Required |
| Cote, Gregory (OST) <gregory.cote@dot.gov>                | Required |
| Mullen, Jim (FMCSA) <jim.mullen@dot.gov>                  | Required |
| Tucker, Deva (OST) <Deva.Tucker@dot.gov>                  | Required |
| Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>        | Required |
| Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>                 | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>            | Required |
| Morgan, Owen (OST) <owen.morgan@dot.gov>                  | Required |
| James, Charles (OST) <charles.james@dot.gov>              | Required |
| Martin, Gregory (OST) <gregory.martin@dot.gov>            | Required |
| Simon, Doug (OST) <doug.simon@dot.gov>                    | Required |
| Minock, Nick (OST) <nickolaus.minock@dot.gov>             | Required |
| Cheap, Casey (OST) <casey.cheap@dot.gov>                  | Required |
| Roberti, Paul (PHMSA) <paul.roberti@dot.gov>              | Required |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>              | Required |
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required |
| ConfRm-HQ-Lincoln Room (OST)<br><Lincoln.Room@dot.gov>    | Resource |
| Flowers, Darien <Darien.Flowers@dot.gov>                  | Required |

|                                                             |          |
|-------------------------------------------------------------|----------|
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>                  | Required |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>                  | Required |
| Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>          | Required |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                      | Required |
| Mitton, Chris (OST) <chris.mitton@dot.gov>                  | Required |
| Morrison, Jonathan (NHTSA)<br><Jonathan.Morrison@dot.gov>   | Required |
| Morris, Willis (OST) <willis.morris@dot.gov>                | Required |
| Trippe, Charles <AWA> <charles.trippe@faa.gov>              | Required |
| Amereihn, Tina <AWA> <tina.amereihn@faa.gov>                | Required |
| Wang, Tim (OST) <tim.wang@dot.gov>                          | Required |
| Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov>    | Required |
| Chinn, Monica (OST) <monica.chinn@dot.gov>                  | Required |
| Baker, Shana (FHWA) <Shana.Baker@dot.gov>                   | Required |
| Morabito, Cameron (OST)<br><cameron.morabito@dot.gov>       | Required |
| Short, David (OST) <david.short@dot.gov>                    | Required |
| Buzby, Mark (MARAD) <mark.buzby@dot.gov>                    | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>                | Required |
| Pearce, Drue (PHMSA) <drue.pearce@dot.gov>                  | Required |
| Bonini, Kyle (FMCSA) <kyle.bonini@dot.gov>                  | Required |
| Barbknecht, McKenzie (OST)<br><mckenzie.barbknecht@dot.gov> | Required |
| Shaffer, Kirk <kirk.shaffer@faa.gov>                        | Required |

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**Friday, August 3, 2018**

▲ **Time** 10:00 AM – 10:20 AM  
**Subject** SLSDC FY2020 Budget Briefing  
**Location** S2 Conference Room  
Staff: G Burr/D Kan/L Hurdle/J Kramer/A Sullivan/C Middlebrook

Optional: M McNerney/S Bradbury

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                             | <b>Attendance</b> |
|------------------|--------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>             | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                 | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                   | Required          |
|                  | Hurdle, Lana (OST) <Lana.Hurdle@dot.gov>               | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>               | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>           | Required          |
|                  | Middlebrook, Craig (SLS) <Craig.Middlebrook@dot.gov>   | Required          |
|                  | Wolf, Ariel (OST) <ariel.wolf@dot.gov>                 | Required          |
|                  | Hanson, Alan (OST) <Alan.Hanson@dot.gov>               | Required          |
|                  | McInerney, Marianne (OST) <marianne.mcinerney@dot.gov> | Optional          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>       | Optional          |
|                  | O'Malley, Kevin (SLS) <Kevin.O'Malley@dot.gov>         | Optional          |

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▲ **Time** 11:00 AM – 12:00 PM  
**Subject** Meeting with Shelley Hymes  
**Location** ConfRm-HQ-Lincoln Room (OST)  
**Categories** Orange Category

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>             | <b>Attendance</b> |
|------------------|----------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov> | Organizer         |
|                  | Shelley Hymes (b) (6)                  | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov> | Required          |

McInerney, Marianne (OST) Required  
<marianne.mcinerney@dot.gov>

ConfRm-HQ-Lincoln Room (OST) Resource  
<Lincoln.Room@dot.gov>

Hanson, Alan (OST) <Alan.Hanson@dot.gov> Required

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▲ **Time** 2:00 PM – 2:30 PM  
**Subject** Paul Johnson

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▲ **Time** 3:15 PM – 4:15 PM  
**Subject** Olivia Burr

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### Monday, August 6, 2018

▲ **Time** 8/6/2018 12:00 AM – 8/11/2018 12:00 AM  
**Subject** (b) (6)

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▲ **Time** 8:30 AM – 9:00 AM  
**Subject** Senior Staff Meeting  
**Location** Secretary's Conference Room  
**Recurrence** Occurs every Monday, Tuesday, Wednesday, Thursday, and Friday effective 8/6/2018 until 8/10/2018 from 8:30 AM to 9:00 AM

**Attendees**

| Name <E-mail>                                                                             | Attendance |
|-------------------------------------------------------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                                                    | Organizer  |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                                                  | Required   |
| McInerney, Marianne (OST)<br>(marianne.mcinerney@dot.gov)<br><marianne.mcinerney@dot.gov> | Required   |
| Inman, Todd (OST) <todd.inman@dot.gov>                                                    | Required   |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>                                          | Required   |
| Kramer, John (OST) <John.Kramer@dot.gov>                                                  | Required   |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>                                              | Required   |
| Burthey, Grover (OST) <grover.burthey@dot.gov>                                            | Required   |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                                                  | Required   |
| Graham, Douglas (OST) <douglas.graham@dot.gov>                                            | Required   |

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▲ **Time** 11:00 AM – 11:45 AM  
**Subject** Scheduling Items  
**Location** S1 Conference Room/Geoff will call Laura

**Attendees**

| Name <E-mail>                                                        | Attendance |
|----------------------------------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                               | Organizer  |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov>            | Required   |
| Edwards, Sara (OST) <sara.edwards@dot.gov>                           | Required   |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                             | Required   |
| Genero, Laura (OST) (Laura.Genero@dot.gov)<br><Laura.Genero@dot.gov> | Required   |

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▲ **Time** 6:00 PM – 6:30 PM  
**Subject** Wrap Up  
**Location** Secretary's Conference Room  
**Recurrence** Occurs every Monday, Tuesday, Wednesday, and Thursday effective 8/6/2018 until 8/9/2018 from 6:00 PM to 6:30 PM

**Attendees**

| Name <E-mail>                                                                             | Attendance |
|-------------------------------------------------------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                                                    | Organizer  |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                                                  | Required   |
| McInerney, Marianne (OST)<br>(marianne.mcinerney@dot.gov)<br><marianne.mcinerney@dot.gov> | Required   |
| Inman, Todd (OST) <todd.inman@dot.gov>                                                    | Required   |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>                                          | Required   |
| Kramer, John (OST) <John.Kramer@dot.gov>                                                  | Required   |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>                                              | Required   |
| Burthey, Grover (OST) <grover.burthey@dot.gov>                                            | Required   |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                                                  | Required   |
| Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>                                      | Required   |

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## Tuesday, August 7, 2018

▲ **Time** 8:30 AM – 9:00 AM  
**Subject** Senior Staff Meeting  
**Location** Secretary's Conference Room  
**Recurrence** Occurs every Monday, Tuesday, Wednesday, Thursday, and Friday effective 8/6/2018 until 8/10/2018 from 8:30 AM to 9:00 AM

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                                                | <b>Attendance</b> |
|------------------|-------------------------------------------------------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                                                    | Organizer         |
|                  | Knouse, Ruth (OST) <ruth.knouse@dot.gov>                                                  | Required          |
|                  | McInerney, Marianne (OST)<br>(marianne.mcinerney@dot.gov)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                                                    | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>                                          | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>                                                  | Required          |
|                  | McMaster, Sean (OST) <sean.mcmaster@dot.gov>                                              | Required          |
|                  | Burthey, Grover (OST) <grover.burthey@dot.gov>                                            | Required          |
|                  | Hanson, Alan (OST) <Alan.Hanson@dot.gov>                                                  | Required          |
|                  | Graham, Douglas (OST) <douglas.graham@dot.gov>                                            | Required          |

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▲ **Time** 10:00 AM – 10:30 AM  
**Subject** DOT/WH  
**Recurrence** Occurs every Tuesday effective 8/7/2018 until 8/28/2018 from 10:00 AM to 10:30 AM  
**Categories** Green Category, Yellow Category

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▲ **Time** 11:30 AM – 12:00 PM  
**Subject** WH/DOT  
**Recurrence** Occurs every Tuesday effective 8/7/2018 until 8/28/2018 from 11:30 AM to 12:00 PM  
**Categories** Green Category

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▲ **Time** 2:00 PM – 2:30 PM  
**Subject** Sean Doocey  
**Location** TBD

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▲ **Time** 3:00 PM – 3:30 PM  
**Subject** Budget Discussion

**Location** S3 Conference Room (W80-302)  
Please accept to confirm.

Thanks

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                       | <b>Attendance</b> |
|------------------|--------------------------------------------------|-------------------|
|                  | Kan, Derek (OST) <derek.kan@dot.gov>             | Organizer         |
|                  | Hurdle, Lana (OST) <Lana.Hurdle@dot.gov>         | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>         | Required          |
|                  | Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>   | Required          |
|                  | Flowers, Darien <Darien.Flowers@dot.gov>         | Required          |
|                  | Moore, Dona (OST) <dona.moore@dot.gov>           | Required          |
|                  | Lefevre, Maria (OST) <maria.lefevre@dot.gov>     | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>           | Required          |
|                  | Sharif, Shomaila (OST) <shomaila.sharif@dot.gov> | Optional          |
|                  | Ford, Veronica (OST) <veronica.ford@dot.gov>     | Optional          |



**Time** 6:00 PM – 6:30 PM

**Subject** Wrap Up

**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                       | <b>Attendance</b> |
|------------------|------------------------------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                           | Organizer         |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                             | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>                 | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>                     | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>                         | Required          |
|                  | Hanson, Alan (OST) <Alan.Hanson@dot.gov>                         | Required          |
|                  | Ruth Knouse (OST) (ruth.knouse@dot.gov)<br><ruth.knouse@dot.gov> | Required          |



|                                                                      |          |
|----------------------------------------------------------------------|----------|
| Genero, Laura (OST) (Laura.Genero@dot.gov)<br><Laura.Genero@dot.gov> | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                               | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov>            | Required |

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**Wednesday, August 8, 2018**

▲ **Time** 10:00 AM – 11:30 AM  
**Subject** Red Folder Time

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▲ **Time** 6:00 PM – 6:30 PM  
**Subject** Wrap Up

**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                                                | <b>Attendance</b> |
|------------------|-------------------------------------------------------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                                                    | Organizer         |
|                  | Knouse, Ruth (OST) <ruth.knouse@dot.gov>                                                  | Required          |
|                  | McInerney, Marianne (OST)<br>(marianne.mcinerney@dot.gov)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                                                    | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>                                          | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>                                                  | Required          |
|                  | Burthey, Grover (OST) <grover.burthey@dot.gov>                                            | Required          |
|                  | Hanson, Alan (OST) <Alan.Hanson@dot.gov>                                                  | Required          |
|                  | Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>                                      | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>                                              | Required          |

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**Thursday, August 9, 2018**

▲ **Time** 8:30 AM – 9:00 AM  
**Subject** Senior Staff Meeting  
**Location** Secretary's Conference Room  
**Recurrence** Occurs every Monday, Tuesday, Wednesday, Thursday, and Friday effective 8/6/2018 until 8/10/2018 from 8:30 AM to 9:00 AM

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b> | <b>Attendance</b> |
|------------------|----------------------------|-------------------|
|------------------|----------------------------|-------------------|

|                                                                                           |           |
|-------------------------------------------------------------------------------------------|-----------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                                                    | Organizer |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                                                  | Required  |
| McInerney, Marianne (OST)<br>(marianne.mcinerney@dot.gov)<br><marianne.mcinerney@dot.gov> | Required  |
| Inman, Todd (OST) <todd.inman@dot.gov>                                                    | Required  |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>                                          | Required  |
| Kramer, John (OST) <John.Kramer@dot.gov>                                                  | Required  |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>                                              | Required  |
| Burthey, Grover (OST) <grover.burthey@dot.gov>                                            | Required  |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                                                  | Required  |
| Graham, Douglas (OST) <douglas.graham@dot.gov>                                            | Required  |

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▲ **Time** 9:00 AM – 9:30 AM

**Subject** Weekly (Non-Career) Staff Meeting

**Location** ConfRm-HQ-Lincoln Room (OST)

**Recurrence** Occurs every Thursday effective 8/2/2018 until 8/30/2018 from 9:00 AM to 9:30 AM

**Attendees**

| Name <E-mail>                                              | Attendance |
|------------------------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                     | Organizer  |
| Martinez, Raymond P. (FMCSA)<br><Raymond.Martinez@dot.gov> | Required   |
| Koehlke, Alex <Alex.Koehlke@dot.gov>                       | Required   |
| Riccardo, George (OST) <george.riccardo@dot.gov>           | Required   |
| Smeda, Elisabeth <AWA> <elisabeth.smeda@faa.gov>           | Required   |
| Plans, Barry (OST) <barry.plans@dot.gov>                   | Required   |
| Etchen, Alex (OST) <alex.etchen@dot.gov>                   | Required   |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>             | Required   |

|                                                         |          |
|---------------------------------------------------------|----------|
| Post, Andy (OST) <Andy.Post@dot.gov>                    | Required |
| Dombrowski, Eileen (OST)<br><Eileen.Dombrowski@dot.gov> | Required |
| King, Heidi (NHTSA) <heidi.king@dot.gov>                | Required |
| Graham, Douglas (OST) <douglas.graham@dot.gov>          | Required |
| Kania, Adriana (OST) <adriana.kania@dot.gov>            | Required |
| Curto, Michael (OST) <Michael.Curto@dot.gov>            | Required |
| Elliott, Skip (PHMSA) <howard.elliott@dot.gov>          | Required |
| Hess, Chris (FRA) <christopher.hess@dot.gov>            | Required |
| Wilkinson, James (OST) <james.wilkinson@dot.gov>        | Required |
| Owens, James (OST) <James.Owens@dot.gov>                | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>                | Required |
| Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov>  | Required |
| Bradford, Stephen (OST) <stephen.bradford@dot.gov>      | Required |
| Reynard, Mike (FHWA) <mike.reynard@dot.gov>             | Required |
| Smith, Loren (OST) <Loren.Smith@dot.gov>                | Required |
| Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>        | Required |
| Parker, Mala (FHWA) <mala.parker@dot.gov>               | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                | Required |
| Kuo, Monica (OST) <monica.kuo@dot.gov>                  | Required |
| Worthy, Sharon (OST) <sharon.worthy@dot.gov>            | Required |
| Cipriano, Peter (FRA) <peter.cipriano@dot.gov>          | Required |
| Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>          | Required |
| Furman, Jon (OST) <jon.furman@dot.gov>                  | Required |

|                                                              |          |
|--------------------------------------------------------------|----------|
| Poole, Sean (FMCSA) <sean.poole@dot.gov>                     | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                       | Required |
| Ray, James (OST) <Jim.Ray@dot.gov>                           | Required |
| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>                 | Required |
| Henry, Tina (OST) <tina.henry@dot.gov>                       | Required |
| Sylvester, Marco (OST) <marco.sylvester@dot.gov>             | Required |
| Smith, Geoff (OST) <geoff.smith@dot.gov>                     | Required |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required |
| Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>         | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                       | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>             | Required |
| Barnard, Brian (NHTSA) <brian.barnard@dot.gov>               | Required |
| Kloster, Andrew (OST) <andrew.kloster@dot.gov>               | Required |
| Bedell, Anthony (OST) <anthony.bedell@dot.gov>               | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                   | Required |
| Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>               | Required |
| Kochman, Benjamin (OST)<br><benjamin.kochman@dot.gov>        | Required |
| Nelson, Keith (OST) <keith.nelson@dot.gov>                   | Required |
| Fraser, Bobby (PHMSA) <bobby.fraser@dot.gov>                 | Required |
| Deck, Wiley (FMCSA) <wiley.deck@dot.gov>                     | Required |
| Newman, Philip (FTA) <philip.newman@dot.gov>                 | Required |
| Edwards, Sara (OST) <sara.edwards@dot.gov>                   | Required |

|                                                           |          |
|-----------------------------------------------------------|----------|
| Cote, Gregory (OST) <gregory.cote@dot.gov>                | Required |
| Mullen, Jim (FMCSA) <jim.mullen@dot.gov>                  | Required |
| Tucker, Deva (OST) <Deva.Tucker@dot.gov>                  | Required |
| Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>        | Required |
| Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>                 | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>            | Required |
| Morgan, Owen (OST) <owen.morgan@dot.gov>                  | Required |
| James, Charles (OST) <charles.james@dot.gov>              | Required |
| Martin, Gregory (OST) <gregory.martin@dot.gov>            | Required |
| Simon, Doug (OST) <doug.simon@dot.gov>                    | Required |
| Minock, Nick (OST) <nickolaus.minock@dot.gov>             | Required |
| Cheap, Casey (OST) <casey.cheap@dot.gov>                  | Required |
| Roberti, Paul (PHMSA) <paul.roberti@dot.gov>              | Required |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>              | Required |
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required |
| ConfRm-HQ-Lincoln Room (OST)<br><Lincoln.Room@dot.gov>    | Resource |
| Flowers, Darien <Darien.Flowers@dot.gov>                  | Required |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>                | Required |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>                | Required |

|                                                             |          |
|-------------------------------------------------------------|----------|
| Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>          | Required |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                      | Required |
| Mitton, Chris (OST) <chris.mitton@dot.gov>                  | Required |
| Morrison, Jonathan (NHTSA)<br><Jonathan.Morrison@dot.gov>   | Required |
| Morris, Willis (OST) <willis.morris@dot.gov>                | Required |
| Trippe, Charles <AWA> <charles.trippe@faa.gov>              | Required |
| Amereihn, Tina <AWA> <tina.amereihn@faa.gov>                | Required |
| Wang, Tim (OST) <tim.wang@dot.gov>                          | Required |
| Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov>    | Required |
| Chinn, Monica (OST) <monica.chinn@dot.gov>                  | Required |
| Baker, Shana (FHWA) <Shana.Baker@dot.gov>                   | Required |
| Morabito, Cameron (OST)<br><cameron.morabito@dot.gov>       | Required |
| Short, David (OST) <david.short@dot.gov>                    | Required |
| Buzby, Mark (MARAD) <mark.buzby@dot.gov>                    | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>                | Required |
| Pearce, Drue (PHMSA) <drue.pearce@dot.gov>                  | Required |
| Bonini, Kyle (FMCSA) <kyle.bonini@dot.gov>                  | Required |
| Barbknecht, McKenzie (OST)<br><mckenzie.barbknecht@dot.gov> | Required |
| Shaffer, Kirk <kirk.shaffer@faa.gov>                        | Required |

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▲ **Time** 11:15 AM – 11:45 AM  
**Subject** CIG Roll-Out  
**Location** S1 Conference Room  
**Attendees** **Name <E-mail>** **Attendance**

|                                                           |           |
|-----------------------------------------------------------|-----------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Organizer |
| Williams, Jane <k.jane.williams@dot.gov>                  | Required  |
| Newman, Philip (OST) <philip.newman@dot.gov>              | Required  |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                    | Required  |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>            | Required  |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required  |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required  |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                    | Required  |

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▲ **Time** 1:30 PM – 3:00 PM  
**Subject** Hold

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▲ **Time** 3:00 PM – 3:30 PM  
**Subject** PTC Report Roll out  
**Location** S1 Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Organizer         |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required          |

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▲ **Time** 6:00 PM – 6:30 PM  
**Subject** Wrap Up  
**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                                                | <b>Attendance</b> |
|------------------|-------------------------------------------------------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                                                    | Organizer         |
|                  | Knouse, Ruth (OST) <ruth.knouse@dot.gov>                                                  | Required          |
|                  | McInerney, Marianne (OST)<br>(marianne.mcinerney@dot.gov)<br><marianne.mcinerney@dot.gov> | Required          |

|                                                      |          |
|------------------------------------------------------|----------|
| Inman, Todd (OST) <todd.inman@dot.gov>               | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>     | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>             | Required |
| Burthey, Grover (OST) <grover.burthey@dot.gov>       | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>             | Required |
| Somerville, Tamara (OST) <Tamara.Somerville@dot.gov> | Required |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>         | Required |

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**Friday, August 10, 2018**

▲ **Time** All Day  
**Subject** (b) (6)  
**Categories** Yellow Category, Purple Category

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▲ **Time** 8:30 AM – 9:00 AM  
**Subject** Senior Staff Meeting  
**Location** Secretary's Conference Room  
**Recurrence** Occurs every Monday, Tuesday, Wednesday, Thursday, and Friday effective 8/6/2018 until 8/10/2018 from 8:30 AM to 9:00 AM

**Attendees**

| Name <E-mail>                                                                             | Attendance |
|-------------------------------------------------------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                                                    | Organizer  |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                                                  | Required   |
| McInerney, Marianne (OST)<br>(marianne.mcinerney@dot.gov)<br><marianne.mcinerney@dot.gov> | Required   |
| Inman, Todd (OST) <todd.inman@dot.gov>                                                    | Required   |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>                                          | Required   |
| Kramer, John (OST) <John.Kramer@dot.gov>                                                  | Required   |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>                                              | Required   |
| Burthey, Grover (OST) <grover.burthey@dot.gov>                                            | Required   |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                                                  | Required   |



Graham, Douglas (OST) <douglas.graham@dot.gov> Required

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▲ **Time** 12:00 PM – 1:00 PM  
**Subject** Friday Lunch at EDR  
**Location** EDR  
**Attendees**

| Name <E-mail>                              | Attendance |
|--------------------------------------------|------------|
| Fulton, Finch (OST) <Finch.Fulton@dot.gov> | Organizer  |
| DOT-Political-Appointees<br>(b) (6)        | Required   |

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▲ **Time** 2:00 PM – 5:30 PM  
**Subject** Hold (b) (6)

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### Monday, August 13, 2018

▲ **Time** 8:30 AM – 9:00 AM  
**Subject** Senior Staff Meeting  
**Location** Secretary's Conference Room  
**Attendees**

| Name <E-mail>                                             | Attendance |
|-----------------------------------------------------------|------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer  |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required   |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required   |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required   |
| Inman, Todd (OST) <todd.inman@dot.gov>                    | Required   |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required   |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required   |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required   |
| Kramer, John (OST) <John.Kramer@dot.gov>                  | Required   |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required   |

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▲ **Time** 10:30 AM – 11:00 AM  
**Subject** Felix Leonardo Martinez  
**Location** (b) (6)  
**Attendees**

| Name <E-mail> | Attendance |
|---------------|------------|
|---------------|------------|

Burr, Geoff (OST) <geoff.burr@dot.gov> Organizer  
femartinez(b) (6) (b) (6) Required

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▲ **Time** 12:00 PM – 12:30 PM  
**Subject** Pre scheduling  
**Location** Secretarys conference room

**Attendees**

| Name <E-mail>                                          | Attendance |
|--------------------------------------------------------|------------|
| Edwards, Sara (OST) <sara.edwards@dot.gov>             | Organizer  |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                 | Required   |
| Henry, Tina (OST) <tina.henry@dot.gov>                 | Required   |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>           | Required   |
| Inman, Todd (OST) <todd.inman@dot.gov>                 | Required   |
| Genero, Laura (OST) <Laura.Genero@dot.gov>             | Required   |
| Furman, Jon (OST) <jon.furman@dot.gov>                 | Required   |
| McInerney, Marianne (OST) <marianne.mcinerney@dot.gov> | Required   |

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▲ **Time** 4:30 PM – 5:30 PM  
**Subject** Scheduling meeting  
**Location** Secretary's Office

**Attendees**

| Name <E-mail>                                         | Attendance |
|-------------------------------------------------------|------------|
| SecretaryScheduler (OST) <SecretaryScheduler@dot.gov> | Organizer  |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                | Required   |
| Kuo, Monica (OST) <monica.kuo@dot.gov>                | Required   |
| Inman, Todd (OST) <todd.inman@dot.gov>                | Required   |
| Genero, Laura (OST) <Laura.Genero@dot.gov>            | Required   |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>              | Required   |
| Furman, Jon (OST) <jon.furman@dot.gov>                | Required   |

|                                                           |          |
|-----------------------------------------------------------|----------|
| tina.henry@dot.com <tina.henry@dot.com>                   | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Edwards, Sara (OST) <sara.edwards@dot.gov>                | Required |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required |

▲ **Time** 5:30 PM – 5:45 PM  
**Subject** Meet with Willis  
**Location** COS Office

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                   | <b>Attendance</b> |
|------------------|----------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>       | Organizer         |
|                  | Morris, Willis (OST) <willis.morris@dot.gov> | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>       | Required          |

#### Tuesday, August 14, 2018

▲ **Time** 10:00 AM – 10:30 AM  
**Subject** DOT/WH  
**Recurrence** Occurs every Tuesday effective 8/7/2018 until 8/28/2018 from 10:00 AM to 10:30 AM  
**Categories** Green Category, Yellow Category

▲ **Time** 11:30 AM – 12:00 PM  
**Subject** WH/DOT  
**Recurrence** Occurs every Tuesday effective 8/7/2018 until 8/28/2018 from 11:30 AM to 12:00 PM  
**Categories** Green Category

#### Wednesday, August 15, 2018

▲ **Time** 11:00 AM – 11:30 AM  
**Subject** Interview w/(b) (6) (MARAD)  
**Location** S2's Office  
Adm Buzby – This is just an FYI for you.

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                 | <b>Attendance</b> |
|------------------|--------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov> | Organizer         |
|                  | Buzby, Mark (MARAD) <mark.buzby@dot.gov>   | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>     | Required          |

**Thursday, August 16, 2018**



**Time** 9:00 AM – 9:30 AM

**Subject** Weekly (Non-Career) Staff Meeting

**Location** ConfRm-HQ-Lincoln Room (OST)

**Recurrence** Occurs every Thursday effective 8/2/2018 until 8/30/2018 from 9:00 AM to 9:30 AM

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                 | <b>Attendance</b> |
|------------------|------------------------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                     | Organizer         |
|                  | Martinez, Raymond P. (FMCSA)<br><Raymond.Martinez@dot.gov> | Required          |
|                  | Koehlke, Alex <Alex.Koehlke@dot.gov>                       | Required          |
|                  | Riccardo, George (OST) <george.riccardo@dot.gov>           | Required          |
|                  | Smeda, Elisabeth <AWA> <elisabeth.smeda@faa.gov>           | Required          |
|                  | Plans, Barry (OST) <barry.plans@dot.gov>                   | Required          |
|                  | Etchen, Alex (OST) <alex.etchen@dot.gov>                   | Required          |
|                  | Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>             | Required          |
|                  | Post, Andy (OST) <Andy.Post@dot.gov>                       | Required          |
|                  | Dombrowski, Eileen (OST)<br><Eileen.Dombrowski@dot.gov>    | Required          |
|                  | King, Heidi (NHTSA) <heidi.king@dot.gov>                   | Required          |
|                  | Graham, Douglas (OST) <douglas.graham@dot.gov>             | Required          |
|                  | Kania, Adriana (OST) <adriana.kania@dot.gov>               | Required          |
|                  | Curto, Michael (OST) <Michael.Curto@dot.gov>               | Required          |
|                  | Elliott, Skip (PHMSA) <howard.elliott@dot.gov>             | Required          |
|                  | Hess, Chris (FRA) <christopher.hess@dot.gov>               | Required          |
|                  | Wilkinson, James (OST) <james.wilkinson@dot.gov>           | Required          |
|                  | Owens, James (OST) <James.Owens@dot.gov>                   | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>                   | Required          |

|                                                              |          |
|--------------------------------------------------------------|----------|
| Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov>       | Required |
| Bradford, Stephen (OST) <stephen.bradford@dot.gov>           | Required |
| Reynard, Mike (FHWA) <mike.reynard@dot.gov>                  | Required |
| Smith, Loren (OST) <Loren.Smith@dot.gov>                     | Required |
| Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>             | Required |
| Parker, Mala (FHWA) <mala.parker@dot.gov>                    | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                     | Required |
| Kuo, Monica (OST) <monica.kuo@dot.gov>                       | Required |
| Worthy, Sharon (OST) <sharon.worthy@dot.gov>                 | Required |
| Cipriano, Peter (FRA) <peter.cipriano@dot.gov>               | Required |
| Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>               | Required |
| Furman, Jon (OST) <jon.furman@dot.gov>                       | Required |
| Poole, Sean (FMCSA) <sean.poole@dot.gov>                     | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                       | Required |
| Ray, James (OST) <Jim.Ray@dot.gov>                           | Required |
| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>                 | Required |
| Henry, Tina (OST) <tina.henry@dot.gov>                       | Required |
| Sylvester, Marco (OST) <marco.sylvester@dot.gov>             | Required |
| Smith, Geoff (OST) <geoff.smith@dot.gov>                     | Required |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required |
| Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>         | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                       | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>             | Required |

|                                                       |          |
|-------------------------------------------------------|----------|
| Barnard, Brian (NHTSA) <brian.barnard@dot.gov>        | Required |
| Kloster, Andrew (OST) <andrew.kloster@dot.gov>        | Required |
| Bedell, Anthony (OST) <anthony.bedell@dot.gov>        | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>            | Required |
| Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>        | Required |
| Kochman, Benjamin (OST)<br><benjamin.kochman@dot.gov> | Required |
| Nelson, Keith (OST) <keith.nelson@dot.gov>            | Required |
| Fraser, Bobby (PHMSA) <bobby.fraser@dot.gov>          | Required |
| Deck, Wiley (FMCSA) <wiley.deck@dot.gov>              | Required |
| Newman, Philip (FTA) <philip.newman@dot.gov>          | Required |
| Edwards, Sara (OST) <sara.edwards@dot.gov>            | Required |
| Cote, Gregory (OST) <gregory.cote@dot.gov>            | Required |
| Mullen, Jim (FMCSA) <jim.mullen@dot.gov>              | Required |
| Tucker, Deva (OST) <Deva.Tucker@dot.gov>              | Required |
| Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>    | Required |
| Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>             | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>        | Required |
| Morgan, Owen (OST) <owen.morgan@dot.gov>              | Required |
| James, Charles (OST) <charles.james@dot.gov>          | Required |
| Martin, Gregory (OST) <gregory.martin@dot.gov>        | Required |
| Simon, Doug (OST) <doug.simon@dot.gov>                | Required |
| Minock, Nick (OST) <nickolaus.minock@dot.gov>         | Required |
| Cheap, Casey (OST) <casey.cheap@dot.gov>              | Required |

|                                                           |          |
|-----------------------------------------------------------|----------|
| Roberti, Paul (PHMSA) <paul.roberti@dot.gov>              | Required |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>              | Required |
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required |
| ConfRm-HQ-Lincoln Room (OST)<br><Lincoln.Room@dot.gov>    | Resource |
| Flowers, Darien <Darien.Flowers@dot.gov>                  | Required |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>                | Required |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>                | Required |
| Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>        | Required |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                    | Required |
| Mitton, Chris (OST) <chris.mitton@dot.gov>                | Required |
| Morrison, Jonathan (NHTSA)<br><Jonathan.Morrison@dot.gov> | Required |
| Morris, Willis (OST) <willis.morris@dot.gov>              | Required |
| Trippe, Charles <AWA> <charles.trippe@faa.gov>            | Required |
| Amereihn, Tina <AWA> <tina.amereihn@faa.gov>              | Required |
| Wang, Tim (OST) <tim.wang@dot.gov>                        | Required |
| Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov>  | Required |
| Chinn, Monica (OST) <monica.chinn@dot.gov>                | Required |
| Baker, Shana (FHWA) <Shana.Baker@dot.gov>                 | Required |

|                                                             |          |
|-------------------------------------------------------------|----------|
| Morabito, Cameron (OST)<br><cameron.morabito@dot.gov>       | Required |
| Short, David (OST) <david.short@dot.gov>                    | Required |
| Buzby, Mark (MARAD) <mark.buzby@dot.gov>                    | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>                | Required |
| Pearce, Drue (PHMSA) <drue.pearce@dot.gov>                  | Required |
| Bonini, Kyle (FMCSA) <kyle.bonini@dot.gov>                  | Required |
| Barbknecht, McKenzie (OST)<br><mckenzie.barbknecht@dot.gov> | Required |
| Shaffer, Kirk <kirk.shaffer@faa.gov>                        | Required |

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▲ **Time** 10:00 AM – 10:30 AM  
**Subject** Follow-up  
**Location** Geoff's office

**Attendees**

| Name <E-mail>                            | Attendance |
|------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>   | Organizer  |
| Kramer, John (OST) <John.Kramer@dot.gov> | Required   |
| Hurdle, Lana (OST) <Lana.Hurdle@dot.gov> | Required   |

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▲ **Time** 10:30 AM – 12:00 PM  
**Subject** Folder Time

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▲ **Time** 1:00 PM – 1:45 PM  
**Subject** International Travel Approval Process & S1 Proposed Travel Plan  
**Location** DOT Building - 9th Floor, Lincoln Conference Room (W90-302)  
 Due to a meeting conflict, the meeting time has changed to 1pm.

**Attendees**

| Name <E-mail>                          | Attendance |
|----------------------------------------|------------|
| Inman, Todd (OST) <todd.inman@dot.gov> | Organizer  |
| Burr, Geoff (OST) <geoff.burr@dot.gov> | Required   |



|                                                                 |          |
|-----------------------------------------------------------------|----------|
| Burch-Crossley, Deborah (OST)<br><Deborah.Burchcrossle@dot.gov> | Required |
| Abraham, Julie (OST) <Julie.Abraham@dot.gov>                    | Required |
| Short, David (OST) <david.short@dot.gov>                        | Optional |
| Szabat, Joel (OST) <Joel.Szabat@dot.gov>                        | Required |

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▲ **Time** 2:45 PM – 3:15 PM  
**Subject** Stephen Carmel (MARAD)  
**Location** S2 Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                 | <b>Attendance</b> |
|------------------|--------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov> | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>     | Required          |

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▲ **Time** 4:00 PM – 4:30 PM  
**Subject** STR Meeting  
**Location** S2 Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                       | <b>Attendance</b> |
|------------------|--------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>       | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>           | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>     | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>             | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> | Required          |
|                  | Ray, James (OST) <Jim.Ray@dot.gov>               | Required          |
|                  | Etchen, Alex (OST) <alex.etchen@dot.gov>         | Required          |
|                  | Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>   | Required          |
|                  | Wolf, Ariel (OST) <ariel.wolf@dot.gov>           | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>         | Required          |
|                  | Hanson, Alan (OST) <Alan.Hanson@dot.gov>         | Required          |
|                  | Flowers, Darien <Darien.Flowers@dot.gov>         | Required          |

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▲ **Time** 5:00 PM – 5:30 PM  
**Subject** Jack Buono (MARAD)  
**Location** S2 Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                 | <b>Attendance</b> |
|------------------|--------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov> | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>     | Required          |

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**Friday, August 17, 2018**

▲ **Time** All Day  
**Subject** (b) (6)  
**Categories** Purple Category

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▲ **Time** 8:30 AM – 9:00 AM  
**Subject** Senior Staff Meeting  
**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
|                  | Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                    | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                      | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>                  | Required          |
|                  | Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required          |

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▲ **Time** 9:00 AM – 9:30 AM  
**Subject** Meeting to Discuss NC Training Day Calendar  
**Location** COS Office

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>             | <b>Attendance</b> |
|------------------|----------------------------------------|-------------------|
|                  | Furman, Jon (OST) <jon.furman@dot.gov> | Organizer         |

Burr, Geoff (OST) <geoff.burr@dot.gov> Required  
Hanson, Alan (OST) <Alan.Hanson@dot.gov> Required

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▲ **Time** 9:30 AM – 10:00 AM  
**Subject** Paul Johnson  
**Location** Geoff's office  
**Attendees**

| Name <E-mail>                          | Attendance |
|----------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov> | Organizer  |
| Paul Johnson (b) (6)                   | Required   |

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▲ **Time** 10:00 AM – 10:30 AM  
**Subject** Canceled: Schedule Review  
**Attendees**

| Name <E-mail>                              | Attendance |
|--------------------------------------------|------------|
| Edwards, Sara (OST) <sara.edwards@dot.gov> | Organizer  |
| Burr, Geoff (OST) <geoff.burr@dot.gov>     | Required   |

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▲ **Time** 10:30 AM – 10:35 AM  
**Subject** Check in w/Rita

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▲ **Time** 12:50 PM – 2:27 PM  
**Subject** (b) (6)

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### Monday, August 20, 2018

▲ **Time** 8/20/2018 12:00 AM – 8/25/2018 12:00 AM  
**Subject** (b) (6)

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### Tuesday, August 21, 2018

▲ **Time** 8/21/2018 12:00 AM – 8/24/2018 12:00 AM  
**Subject** S2 out on travel to CA  
MAC Meeting

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▲ **Time** 10:00 AM – 10:30 AM  
**Subject** DOT/WH  
**Recurrence** Occurs every Tuesday effective 8/7/2018 until 8/28/2018 from 10:00 AM to 10:30 AM  
**Categories** Green Category, Yellow Category

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▲ **Time** 11:30 AM – 12:00 PM  
**Subject** WH/DOT  
**Recurrence** Occurs every Tuesday effective 8/7/2018 until 8/28/2018 from 11:30 AM to 12:00 PM

Categories Green Category

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**Wednesday, August 22, 2018**



**Time** 3:00 PM – 5:00 PM

**Subject** Discretionary AIP Grants SRT Briefing

**Location** Lincoln Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                      | Organizer         |
|                  | Flowers, Darien <Darien.Flowers@dot.gov>                  | Required          |
|                  | Fulton, Finch (OST) <Finch.Fulton@dot.gov>                | Required          |
|                  | Wolf, Ariel (OST) <ariel.wolf@dot.gov>                    | Required          |
|                  | Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>            | Required          |
|                  | Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov>    | Required          |
|                  | Kloster, Andrew (OST) <andrew.kloster@dot.gov>            | Required          |
|                  | Bradford, Stephen (OST) <stephen.bradford@dot.gov>        | Required          |
|                  | Elwell, Daniel <AWA> <daniel.elwell@faa.gov>              | Required          |
|                  | Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>            | Required          |
|                  | McMaster, Sean (OST) <sean.mcmaster@dot.gov>              | Required          |
|                  | Amereihn, Tina <AWA> <tina.amereihn@faa.gov>              | Required          |
|                  | Black, Elliott <AWA> <elliott.black@faa.gov>              | Required          |
|                  | Etchen, Alex (OST) <alex.etchen@dot.gov>                  | Required          |
|                  | Mitton, Chris (OST) <chris.mitton@dot.gov>                | Optional          |
|                  | Owens, James (OST) <James.Owens@dot.gov>                  | Optional          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Optional          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Optional          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Optional          |

|                                                         |          |
|---------------------------------------------------------|----------|
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>        | Optional |
| Kramer, John (OST) <John.Kramer@dot.gov>                | Optional |
| Rosen, Jeff (OST) <jeff.rosen@dot.gov>                  | Optional |
| Deputy Scheduler <DeputyScheduler@dot.gov>              | Optional |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                | Optional |
| Brown, Chris C <AWA> <chris.c.brown@faa.gov>            | Required |
| Lenfert, Winsome A <AWA><br><winsome.a.lenfert@faa.gov> | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                  | Optional |

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**Thursday, August 23, 2018**

▲ **Time** 9:00 AM – 9:30 AM

**Subject** Weekly (Non-Career) Staff Meeting

**Location** ConfRm-HQ-Lincoln Room (OST)

**Recurrence** Occurs every Thursday effective 8/2/2018 until 8/30/2018 from 9:00 AM to 9:30 AM

**Attendees**

| <b>Name &lt;E-mail&gt;</b>                                 | <b>Attendance</b> |
|------------------------------------------------------------|-------------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                     | Organizer         |
| Martinez, Raymond P. (FMCSA)<br><Raymond.Martinez@dot.gov> | Required          |
| Koehlke, Alex <Alex.Koehlke@dot.gov>                       | Required          |
| Riccardo, George (OST) <george.riccardo@dot.gov>           | Required          |
| Smeda, Elisabeth <AWA> <elisabeth.smeda@faa.gov>           | Required          |
| Plans, Barry (OST) <barry.plans@dot.gov>                   | Required          |
| Etchen, Alex (OST) <alex.etchen@dot.gov>                   | Required          |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>             | Required          |
| Post, Andy (OST) <Andy.Post@dot.gov>                       | Required          |
| Dombrowski, Eileen (OST)<br><Eileen.Dombrowski@dot.gov>    | Required          |

|                                                        |          |
|--------------------------------------------------------|----------|
| King, Heidi (NHTSA) <heidi.king@dot.gov>               | Required |
| Graham, Douglas (OST) <douglas.graham@dot.gov>         | Required |
| Kania, Adriana (OST) <adriana.kania@dot.gov>           | Required |
| Curto, Michael (OST) <Michael.Curto@dot.gov>           | Required |
| Elliott, Skip (PHMSA) <howard.elliott@dot.gov>         | Required |
| Hess, Chris (FRA) <christopher.hess@dot.gov>           | Required |
| Wilkinson, James (OST) <james.wilkinson@dot.gov>       | Required |
| Owens, James (OST) <James.Owens@dot.gov>               | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>               | Required |
| Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov> | Required |
| Bradford, Stephen (OST) <stephen.bradford@dot.gov>     | Required |
| Reynard, Mike (FHWA) <mike.reynard@dot.gov>            | Required |
| Smith, Loren (OST) <Loren.Smith@dot.gov>               | Required |
| Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>       | Required |
| Parker, Mala (FHWA) <mala.parker@dot.gov>              | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>               | Required |
| Kuo, Monica (OST) <monica.kuo@dot.gov>                 | Required |
| Worthy, Sharon (OST) <sharon.worthy@dot.gov>           | Required |
| Cipriano, Peter (FRA) <peter.cipriano@dot.gov>         | Required |
| Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>         | Required |
| Furman, Jon (OST) <jon.furman@dot.gov>                 | Required |
| Poole, Sean (FMCSA) <sean.poole@dot.gov>               | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                 | Required |

|                                                              |          |
|--------------------------------------------------------------|----------|
| Ray, James (OST) <Jim.Ray@dot.gov>                           | Required |
| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>                 | Required |
| Henry, Tina (OST) <tina.henry@dot.gov>                       | Required |
| Sylvester, Marco (OST) <marco.sylvester@dot.gov>             | Required |
| Smith, Geoff (OST) <geoff.smith@dot.gov>                     | Required |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required |
| Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>         | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                       | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>             | Required |
| Barnard, Brian (NHTSA) <brian.barnard@dot.gov>               | Required |
| Kloster, Andrew (OST) <andrew.kloster@dot.gov>               | Required |
| Bedell, Anthony (OST) <anthony.bedell@dot.gov>               | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                   | Required |
| Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>               | Required |
| Kochman, Benjamin (OST)<br><benjamin.kochman@dot.gov>        | Required |
| Nelson, Keith (OST) <keith.nelson@dot.gov>                   | Required |
| Fraser, Bobby (PHMSA) <bobby.fraser@dot.gov>                 | Required |
| Deck, Wiley (FMCSA) <wiley.deck@dot.gov>                     | Required |
| Newman, Philip (FTA) <philip.newman@dot.gov>                 | Required |
| Edwards, Sara (OST) <sara.edwards@dot.gov>                   | Required |
| Cote, Gregory (OST) <gregory.cote@dot.gov>                   | Required |
| Mullen, Jim (FMCSA) <jim.mullen@dot.gov>                     | Required |

|                                                           |          |
|-----------------------------------------------------------|----------|
| Tucker, Deva (OST) <Deva.Tucker@dot.gov>                  | Required |
| Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>        | Required |
| Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>                 | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>            | Required |
| Morgan, Owen (OST) <owen.morgan@dot.gov>                  | Required |
| James, Charles (OST) <charles.james@dot.gov>              | Required |
| Martin, Gregory (OST) <gregory.martin@dot.gov>            | Required |
| Simon, Doug (OST) <doug.simon@dot.gov>                    | Required |
| Minock, Nick (OST) <nickolaus.minock@dot.gov>             | Required |
| Cheap, Casey (OST) <casey.cheap@dot.gov>                  | Required |
| Roberti, Paul (PHMSA) <paul.roberti@dot.gov>              | Required |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>              | Required |
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required |
| ConfRm-HQ-Lincoln Room (OST)<br><Lincoln.Room@dot.gov>    | Resource |
| Flowers, Darien <Darien.Flowers@dot.gov>                  | Required |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>                | Required |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>                | Required |
| Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>        | Required |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                    | Required |



|                                                             |          |
|-------------------------------------------------------------|----------|
| Mitton, Chris (OST) <chris.mitton@dot.gov>                  | Required |
| Morrison, Jonathan (NHTSA)<br><Jonathan.Morrison@dot.gov>   | Required |
| Morris, Willis (OST) <willis.morris@dot.gov>                | Required |
| Trippe, Charles <AWA> <charles.trippe@faa.gov>              | Required |
| Amereihn, Tina <AWA> <tina.amereihn@faa.gov>                | Required |
| Wang, Tim (OST) <tim.wang@dot.gov>                          | Required |
| Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov>    | Required |
| Chinn, Monica (OST) <monica.chinn@dot.gov>                  | Required |
| Baker, Shana (FHWA) <Shana.Baker@dot.gov>                   | Required |
| Morabito, Cameron (OST)<br><cameron.morabito@dot.gov>       | Required |
| Short, David (OST) <david.short@dot.gov>                    | Required |
| Buzby, Mark (MARAD) <mark.buzby@dot.gov>                    | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>                | Required |
| Pearce, Drue (PHMSA) <drue.pearce@dot.gov>                  | Required |
| Bonini, Kyle (FMCSA) <kyle.bonini@dot.gov>                  | Required |
| Barbknecht, McKenzie (OST)<br><mckenzie.barbknecht@dot.gov> | Required |
| Shaffer, Kirk <kirk.shaffer@faa.gov>                        | Required |

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▲ **Time** 6:00 PM – 6:30 PM  
**Subject** Senior Staff Wrap Up  
**Location** Lincoln Room  
**Attendees**

| Name <E-mail>                                | Attendance |
|----------------------------------------------|------------|
| Kan, Derek (OST) <derek.kan@dot.gov>         | Organizer  |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov> | Required   |

|                                                           |          |
|-----------------------------------------------------------|----------|
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required |
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Required |
| Furman, Jon (OST) <jon.furman@dot.gov>                    | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                    | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Nelson, Keith (OST) <keith.nelson@dot.gov>                | Required |
| Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>            | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required |

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**Friday, August 24, 2018**

|                  |                                                           |                   |
|------------------|-----------------------------------------------------------|-------------------|
| <b>Time</b>      | 8:30 AM – 9:00 AM                                         |                   |
| <b>Subject</b>   | Senior Staff Meeting                                      |                   |
| <b>Location</b>  | Secretary's Conference Room                               |                   |
| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
|                  | Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                    | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                      | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |

|                                            |          |
|--------------------------------------------|----------|
| Kramer, John (OST) <John.Kramer@dot.gov>   | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>   | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov> | Required |

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▲ **Time** 9:30 AM – 10:00 AM  
**Subject** Canceled: Schedule Review  
**Location** COS Office  
**Recurrence** Occurs every Friday effective 8/17/2018 until 8/31/2018 from 9:30 AM to 10:00 AM  
**Importance** High

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                 | <b>Attendance</b> |
|------------------|--------------------------------------------|-------------------|
|                  | Edwards, Sara (OST) <sara.edwards@dot.gov> | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>     | Required          |

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▲ **Time** 12:00 PM – 1:00 PM  
**Subject** Friday Lunch at EDR  
**Location** EDR  
**Recurrence** Occurs every Friday effective 8/17/2018 until 8/31/2018 from 12:00 PM to 1:00 PM  
 Based on the feedback from Friday's lunch, I am setting up a routine, informal lunch for all DOT non-careers every Friday at noon in the EDR.

For now, we will test this out for the next three weeks to see what we think (and while the 40% discount lasts).

See you Friday,

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                         | <b>Attendance</b> |
|------------------|----------------------------------------------------|-------------------|
|                  | Finch                                              |                   |
|                  | Fulton, Finch (OST) <Finch.Fulton@dot.gov>         | Organizer         |
|                  | DOT-Political-Appointees<br>(b) (6)                | Required          |
|                  | Simon, Doug (OST) <doug.simon@dot.gov>             | Required          |
|                  | Balzano, Richard (MARAD) <Richard.Balzano@dot.gov> | Required          |

|                                                              |          |
|--------------------------------------------------------------|----------|
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                     | Required |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required |
| Wilkinson, James (OST) <james.wilkinson@dot.gov>             | Required |
| Morris, Willis (OST) <willis.morris@dot.gov>                 | Required |
| Cheap, Casey (OST) <casey.cheap@dot.gov>                     | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                   | Required |
| Plans, Barry (OST) <barry.plans@dot.gov>                     | Required |
| Mitton, Chris (OST) <chris.mitton@dot.gov>                   | Required |
| Graham, Douglas (OST) <douglas.graham@dot.gov>               | Required |
| Deck, Wiley (FMCSA) <wiley.deck@dot.gov>                     | Required |
| Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>         | Required |
| Siegrist, Ben (OST) <ben.siegrist@dot.gov>                   | Required |
| Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>             | Required |
| Pearce, Drue (PHMSA) <drue.pearce@dot.gov>                   | Required |
| Smith, Loren (OST) <Loren.Smith@dot.gov>                     | Required |
| Edwards, Sara (OST) <sara.edwards@dot.gov>                   | Required |
| Edwards, Bailey <AWA> <bailey.edwards@faa.gov>               | Required |
| Owens, James (OST) <James.Owens@dot.gov>                     | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                       | Required |
| Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>           | Required |
| Nelson, Keith (OST) <keith.nelson@dot.gov>                   | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>             | Required |
| Smith, Geoff (OST) <geoff.smith@dot.gov>                     | Required |

|                                                           |          |
|-----------------------------------------------------------|----------|
| Trippe, Charles <AWA> <charles.trippe@faa.gov>            | Required |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>                | Required |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>              | Required |
| Elwell, Daniel <AWA> <daniel.elwell@faa.gov>              | Required |
| Mullen, Jim (FMCSA) <jim.mullen@dot.gov>                  | Required |
| Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>            | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required |
| Short, David (OST) <david.short@dot.gov>                  | Required |
| EDRReservations (OST) <EDRReservations@dot.gov>           | Required |
| Kloster, Andrew (OST) <andrew.kloster@dot.gov>            | Required |
| Reynard, Mike (FHWA) <mike.reynard@dot.gov>               | Required |
| Morrison, Jonathan (NHTSA)<br><Jonathan.Morrison@dot.gov> | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>            | Required |
| Brown, Chris C <AWA> <chris.c.brown@faa.gov>              | Required |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                    | Required |

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**Monday, August 27, 2018**

▲ **Time** 8:30 AM – 9:00 AM  
**Subject** Senior Staff Meeting  
**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
|                  | Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |

|                                                  |          |
|--------------------------------------------------|----------|
| Inman, Todd (OST) <todd.inman@dot.gov>           | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>             | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> | Required |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>     | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>         | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>         | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>       | Required |

▲ **Time** 1:00 PM – 1:30 PM  
**Subject** Shelly Hymes Tag-up  
**Location** Geoff will call Shelly (b) (6)

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>             | <b>Attendance</b> |
|------------------|----------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov> | Organizer         |
|                  | Shelley Hymes (b) (6)                  | Required          |

▲ **Time** 3:00 PM – 4:00 PM  
**Subject** Meeting with Paul Johnson  
**Location** Todd's Office

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>             | <b>Attendance</b> |
|------------------|----------------------------------------|-------------------|
|                  | Inman, Todd (OST) <todd.inman@dot.gov> | Organizer         |
|                  | (b) (6)                                | Required          |
|                  | (b) (6)                                | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov> | Required          |

▲ **Time** 6:00 PM – 6:30 PM  
**Subject** Wrap Up  
**Location** Secretary Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                 | <b>Attendance</b> |
|------------------|--------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov> | Organizer         |
|                  | Knouse, Ruth (OST) <ruth.knouse@dot.gov>   | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>     | Required          |

|                                                           |          |
|-----------------------------------------------------------|----------|
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                    | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>                  | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                | Required |

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**Tuesday, August 28, 2018**

▲ **Time** 8:30 AM – 9:00 AM

**Subject** Senior Staff Meeting

**Location** Secretary's Conference Room

**Attendees**

| <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|-----------------------------------------------------------|-------------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required          |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
| Inman, Todd (OST) <todd.inman@dot.gov>                    | Required          |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required          |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required          |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |
| Kramer, John (OST) <John.Kramer@dot.gov>                  | Required          |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required          |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                | Required          |

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**Time** 9:30 AM – 10:00 AM

**Subject** Weekly Modal Administrator's Meeting

**Location** Lincoln Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                   | <b>Attendance</b> |
|------------------|--------------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                   | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                       | Required          |
|                  | Buzby, Mark (MARAD) <mark.buzby@dot.gov>                     | Required          |
|                  | Genero, Laura (OST) <Laura.Genero@dot.gov>                   | Required          |
|                  | Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required          |
|                  | Hildebrand, Vicki (OST) <victoria.hildebrand@dot.gov>        | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                       | Required          |
|                  | James, Charles (OST) <charles.james@dot.gov>                 | Required          |
|                  | King, Heidi (NHTSA) <heidi.king@dot.gov>                     | Required          |
|                  | Knouse, Ruth (OST) <ruth.knouse@dot.gov>                     | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov>    | Required          |
|                  | McMaster, Sean (OST) <sean.mcmaster@dot.gov>                 | Required          |
|                  | Morgan, Owen (OST) <owen.morgan@dot.gov>                     | Required          |
|                  | Morris, Willis (OST) <willis.morris@dot.gov>                 | Required          |
|                  | Nelson, Keith (OST) <keith.nelson@dot.gov>                   | Required          |
|                  | Owens, James (OST) <James.Owens@dot.gov>                     | Required          |
|                  | Pearce, Drue (PHMSA) <drue.pearce@dot.gov>                   | Required          |
|                  | Ray, James (OST) <Jim.Ray@dot.gov>                           | Required          |
|                  | Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>         | Required          |
|                  | Williams, Jane (FTA) <k.jane.williams@dot.gov>               | Required          |



|                                                       |          |
|-------------------------------------------------------|----------|
| Baldwin, Kristen (OST) <kristen.baldwin@dot.gov>      | Required |
| Callender, Duane (FHWA) <Duane.Callender@dot.gov>     | Required |
| Danielson, Jack (NHTSA) <jack.danielson@dot.gov>      | Required |
| Farley, Audrey (PHMSA) <Audrey.Farley@dot.gov>        | Required |
| Hurdle, Lana (OST) <Lana.Hurdle@dot.gov>              | Required |
| Jefferson, Daphne (OST) <daphne.jefferson@dot.gov>    | Required |
| Kaleta, Judy (OST) <Judy.Kaleta@dot.gov>              | Required |
| Lefevre, Maria (OST) <maria.lefevre@dot.gov>          | Required |
| McMillan, Howard (PHMSA)<br><howard.mcmillan@dot.gov> | Required |
| Middlebrook, Craig (SLS) <Craig.Middlebrook@dot.gov>  | Required |
| Nissenbaum, Paul (FRA) <paul.nissenbaum@dot.gov>      | Required |
| Scovel, Calvin L <OIG> <calvin.scovel@oig.dot.gov>    | Required |
| Szabat, Joel (OST) <Joel.Szabat@dot.gov>              | Required |
| Washington, Keith (OST) <Keith.Washington@dot.gov>    | Required |
| Welbes, Matt (FTA) <Matt.Welbes@dot.gov>              | Required |
| Elliott, Skip (PHMSA) <howard.elliott@dot.gov>        | Required |
| Behm, Mitchell <OIG> <mitchell.behm@oig.dot.gov>      | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                  | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>      | Required |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>          | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>              | Required |
| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>          | Required |

|                                                            |          |
|------------------------------------------------------------|----------|
| Martinez, Raymond P. (FMCSA)<br><Raymond.Martinez@dot.gov> | Required |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>               | Required |
| Edwards, Sara (OST) <sara.edwards@dot.gov>                 | Required |
| Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>         | Required |
| Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov>   | Required |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>                 | Required |
| Walker, Cheryl (FHWA) <cheryl.walker@dot.gov>              | Required |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                     | Required |
| Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>             | Required |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>                 | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                     | Required |
| Henry, Tina (OST) <tina.henry@dot.gov>                     | Required |
| Amereihn, Tina <AWA> <tina.amereihn@faa.gov>               | Required |

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▲ **Time** 10:00 AM – 10:30 AM  
**Subject** Call Lee’s Office

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▲ **Time** 10:00 AM – 10:30 AM  
**Subject** DOT/WH  
**Recurrence** Occurs every Tuesday effective 8/7/2018 until 8/28/2018 from 10:00 AM to 10:30 AM  
**Categories** Green Category, Yellow Category

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▲ **Time** 11:00 AM – 11:30 AM  
**Subject** Interview - FRA Dir. Of Public Affairs  
**Location** Geoff's office  
**Attendees**

| Name <E-mail>                          | Attendance |
|----------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov> | Organizer  |
| Simon, Doug (OST) <doug.simon@dot.gov> | Required   |

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▲ **Time** 11:30 AM – 12:00 PM  
**Subject** WH/DOT  
**Recurrence** Occurs every Tuesday effective 8/7/2018 until 8/28/2018 from 11:30 AM to 12:00 PM  
**Categories** Green Category

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▲ **Time** 6:00 PM – 6:30 PM  
**Subject** Wrap Up  
**Location** Secretary's Conference Room  
**Attendees**

| Name <E-mail>                              | Attendance |
|--------------------------------------------|------------|
| Deputy Scheduler <DeputyScheduler@dot.gov> | Organizer  |

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### Wednesday, August 29, 2018

▲ **Time** 1:30 PM – 2:00 PM  
**Subject** SLC Land  
**Location** Administrator's Conference Room (10th Floor)  
Attached is a prep paper prepared by Kevin Willis, for this discussion.

**Attendees**

| Name <E-mail>                                        | Attendance |
|------------------------------------------------------|------------|
| Amereihn, Tina <AWA> <tina.amereihn@faa.gov>         | Organizer  |
| Lenfert, Winsome A <AWA> <winsome.a.lenfert@faa.gov> | Required   |
| Willis, Kevin <AWA> <kevin.willis@faa.gov>           | Required   |
| Fiertz, Randall <ANM> <randall.fiertz@faa.gov>       | Required   |
| Brown, Chris C <AWA> <chris.c.brown@faa.gov>         | Required   |
| Burr, Geoff (OST) <geoff.burr@dot.gov>               | Required   |
| Inman, Todd (OST) <todd.inman@dot.gov>               | Required   |
| Bedell, Anthony (OST) <anthony.bedell@dot.gov>       | Required   |
| Anderson, Angela <AAI> <angela.anderson@faa.gov>     | Required   |

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▲ **Time** 2:00 PM – 2:45 PM  
**Subject** 2019 Policy  
**Location** S2 Conference Room  
**Attendees**

| Name <E-mail>                              | Attendance |
|--------------------------------------------|------------|
| Deputy Scheduler <DeputyScheduler@dot.gov> | Organizer  |
| Burr, Geoff (OST) <geoff.burr@dot.gov>     | Required   |

|                                                  |          |
|--------------------------------------------------|----------|
| Kan, Derek (OST) <derek.kan@dot.gov>             | Required |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>       | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>         | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>           | Required |
| Ray, James (OST) <Jim.Ray@dot.gov>               | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> | Required |

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▲ **Time** 6:00 PM – 6:30 PM  
**Subject** Wrap Up  
**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
|                  | Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                    | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                      | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>                  | Required          |
|                  | Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required          |
|                  | Genero, Laura (OST) <Laura.Genero@dot.gov>                | Required          |

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**Thursday, August 30, 2018**

▲ **Time** 9:00 AM – 9:30 AM  
**Subject** Weekly (Non-Career) Staff Meeting  
**Location** ConfRm-HQ-Lincoln Room (OST)  
**Recurrence** Occurs every Thursday effective 8/2/2018 until 8/30/2018 from 9:00 AM to 9:30 AM

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                 | <b>Attendance</b> |
|------------------|------------------------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                     | Organizer         |
|                  | Martinez, Raymond P. (FMCSA)<br><Raymond.Martinez@dot.gov> | Required          |
|                  | Koehlke, Alex <Alex.Koehlke@dot.gov>                       | Required          |
|                  | Riccardo, George (OST) <george.riccardo@dot.gov>           | Required          |
|                  | Smeda, Elisabeth <AWA> <elisabeth.smeda@faa.gov>           | Required          |
|                  | Plans, Barry (OST) <barry.plans@dot.gov>                   | Required          |
|                  | Etchen, Alex (OST) <alex.etchen@dot.gov>                   | Required          |
|                  | Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>             | Required          |
|                  | Post, Andy (OST) <Andy.Post@dot.gov>                       | Required          |
|                  | Dombrowski, Eileen (OST)<br><Eileen.Dombrowski@dot.gov>    | Required          |
|                  | King, Heidi (NHTSA) <heidi.king@dot.gov>                   | Required          |
|                  | Graham, Douglas (OST) <douglas.graham@dot.gov>             | Required          |
|                  | Kania, Adriana (OST) <adriana.kania@dot.gov>               | Required          |
|                  | Curto, Michael (OST) <Michael.Curto@dot.gov>               | Required          |
|                  | Elliott, Skip (PHMSA) <howard.elliott@dot.gov>             | Required          |
|                  | Hess, Chris (FRA) <christopher.hess@dot.gov>               | Required          |
|                  | Wilkinson, James (OST) <james.wilkinson@dot.gov>           | Required          |
|                  | Owens, James (OST) <James.Owens@dot.gov>                   | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>                   | Required          |
|                  | Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov>     | Required          |
|                  | Bradford, Stephen (OST) <stephen.bradford@dot.gov>         | Required          |
|                  | Reynard, Mike (FHWA) <mike.reynard@dot.gov>                | Required          |

|                                                              |          |
|--------------------------------------------------------------|----------|
| Smith, Loren (OST) <Loren.Smith@dot.gov>                     | Required |
| Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>             | Required |
| Parker, Mala (FHWA) <mala.parker@dot.gov>                    | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                     | Required |
| Kuo, Monica (OST) <monica.kuo@dot.gov>                       | Required |
| Worthy, Sharon (OST) <sharon.worthy@dot.gov>                 | Required |
| Cipriano, Peter (FRA) <peter.cipriano@dot.gov>               | Required |
| Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>               | Required |
| Furman, Jon (OST) <jon.furman@dot.gov>                       | Required |
| Poole, Sean (FMCSA) <sean.poole@dot.gov>                     | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                       | Required |
| Ray, James (OST) <Jim.Ray@dot.gov>                           | Required |
| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>                 | Required |
| Henry, Tina (OST) <tina.henry@dot.gov>                       | Required |
| Sylvester, Marco (OST) <marco.sylvester@dot.gov>             | Required |
| Smith, Geoff (OST) <geoff.smith@dot.gov>                     | Required |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required |
| Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>         | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                       | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>             | Required |
| Barnard, Brian (NHTSA) <brian.barnard@dot.gov>               | Required |
| Kloster, Andrew (OST) <andrew.kloster@dot.gov>               | Required |
| Bedell, Anthony (OST) <anthony.bedell@dot.gov>               | Required |

|                                                       |          |
|-------------------------------------------------------|----------|
| Genero, Laura (OST) <Laura.Genero@dot.gov>            | Required |
| Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>        | Required |
| Kochman, Benjamin (OST)<br><benjamin.kochman@dot.gov> | Required |
| Nelson, Keith (OST) <keith.nelson@dot.gov>            | Required |
| Fraser, Bobby (PHMSA) <bobby.fraser@dot.gov>          | Required |
| Deck, Wiley (FMCSA) <wiley.deck@dot.gov>              | Required |
| Newman, Philip (FTA) <philip.newman@dot.gov>          | Required |
| Edwards, Sara (OST) <sara.edwards@dot.gov>            | Required |
| Cote, Gregory (OST) <gregory.cote@dot.gov>            | Required |
| Mullen, Jim (FMCSA) <jim.mullen@dot.gov>              | Required |
| Tucker, Deva (OST) <Deva.Tucker@dot.gov>              | Required |
| Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>    | Required |
| Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>             | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>        | Required |
| Morgan, Owen (OST) <owen.morgan@dot.gov>              | Required |
| James, Charles (OST) <charles.james@dot.gov>          | Required |
| Martin, Gregory (OST) <gregory.martin@dot.gov>        | Required |
| Simon, Doug (OST) <doug.simon@dot.gov>                | Required |
| Minock, Nick (OST) <nickolaus.minock@dot.gov>         | Required |
| Cheap, Casey (OST) <casey.cheap@dot.gov>              | Required |
| Roberti, Paul (PHMSA) <paul.roberti@dot.gov>          | Required |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>          | Required |
| Deputy Scheduler <DeputyScheduler@dot.gov>            | Required |

|                                                           |          |
|-----------------------------------------------------------|----------|
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required |
| ConfRm-HQ-Lincoln Room (OST)<br><Lincoln.Room@dot.gov>    | Resource |
| Flowers, Darien <Darien.Flowers@dot.gov>                  | Required |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>                | Required |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>                | Required |
| Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>        | Required |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                    | Required |
| Mitton, Chris (OST) <chris.mitton@dot.gov>                | Required |
| Morrison, Jonathan (NHTSA)<br><Jonathan.Morrison@dot.gov> | Required |
| Morris, Willis (OST) <willis.morris@dot.gov>              | Required |
| Trippe, Charles <AWA> <charles.trippe@faa.gov>            | Required |
| Amereihn, Tina <AWA> <tina.amereihn@faa.gov>              | Required |
| Wang, Tim (OST) <tim.wang@dot.gov>                        | Required |
| Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov>  | Required |
| Chinn, Monica (OST) <monica.chinn@dot.gov>                | Required |
| Baker, Shana (FHWA) <Shana.Baker@dot.gov>                 | Required |
| Morabito, Cameron (OST)<br><cameron.morabito@dot.gov>     | Required |
| Short, David (OST) <david.short@dot.gov>                  | Required |
| Buzby, Mark (MARAD) <mark.buzby@dot.gov>                  | Required |



McMaster, Sean (OST) <sean.mcmaster@dot.gov> Required

Pearce, Drue (PHMSA) <drue.pearce@dot.gov> Required

Bonini, Kyle (FMCSA) <kyle.bonini@dot.gov> Required

Barbknecht, McKenzie (OST) <mckenzie.barbknecht@dot.gov> Required

Shaffer, Kirk <kirk.shaffer@faa.gov> Required

▲ **Time** 1:30 PM – 2:00 PM

**Subject** DOT/FAA

**\*\*THIS IS AN AUTOMATED SHAREPOINT MESSAGE. Please do not reply to this email\*\***

Dear ADDOT\elesha.swann.ctr or POC,  
 Your request for a Chauffeur service has been approved.  
 Here are the details of your request.  
 Request Start Date: 8/30/2018 13:30  
 Request End Date and Time(if U-Drive):1/1/0001 :  
 Pick up location: DOT West New Jersey Pick Up

Destination(if Chauffeur request):FAA- 800 Independence Ave.  
 Also you can check the details of your requests at the link below:  
[http://our.dot.gov/team/ost.m90/MotorPool/SitePage s/Home.aspx](http://our.dot.gov/team/ost.m90/MotorPool/SitePage%20s/Home.aspx)  
 To modify your request please click this link to request a change:  
[http://our.dot.gov/team/ost.m90/MotorPool/SitePage s/MinorChangeUserInput.aspx](http://our.dot.gov/team/ost.m90/MotorPool/SitePage%20s/MinorChangeUserInput.aspx)  
 To cancel your request please click this link:  
[http://our.dot.gov/team/ost.m90/MotorPool/SitePage s/Cancel%20Requests.aspx](http://our.dot.gov/team/ost.m90/MotorPool/SitePage%20s/Cancel%20Requests.aspx)  
 Thank you,  
 MotorPool

**Categories** Green Category

▲ **Time** 2:00 PM – 3:00 PM

**Subject** FAA's 60th Anniversary

**Location** FAA Elwood P. Quesada Auditorium

▲ **Time** 2:30 PM – 3:00 PM

**Subject** FAA/DOT

**\*\*THIS IS AN AUTOMATED SHAREPOINT MESSAGE. Please do not reply to this email\*\***

Dear ADDOT\elesha.swann.ctr or POC,  
 Your request for a Chauffeur service has been approved.  
 Here are the details of your request.  
 Request Start Date: 8/30/2018 13:30  
 Request End Date and Time(if U-Drive):1/1/0001 :  
 Pick up location: DOT West New Jersey Pick Up

Destination(if Chauffeur request):FAA- 800 Independence Ave.  
 Also you can check the details of your requests at the link below:  
<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/Home.aspx>  
 To modify your request please click this link to request a change:  
<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/MinorChangeUserInput.aspx>  
 To cancel your request please click this link:  
<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/Cancel%20Requests.aspx>  
 Thank you,  
 MotorPool

**Categories** Green Category

|   |                  |                                                  |                   |
|---|------------------|--------------------------------------------------|-------------------|
| ▲ | <b>Time</b>      | 5:15 PM – 5:45 PM                                |                   |
|   | <b>Subject</b>   | 2019 Policy Follow-Up                            |                   |
|   | <b>Location</b>  | S2 Conference Room                               |                   |
|   | <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                       | <b>Attendance</b> |
|   |                  | Deputy Scheduler <DeputyScheduler@dot.gov>       | Organizer         |
|   |                  | Burr, Geoff (OST) <geoff.burr@dot.gov>           | Required          |
|   |                  | Kan, Derek (OST) <derek.kan@dot.gov>             | Required          |
|   |                  | Fulton, Finch (OST) <Finch.Fulton@dot.gov>       | Required          |
|   |                  | Hanson, Alan (OST) <Alan.Hanson@dot.gov>         | Required          |
|   |                  | Wolf, Ariel (OST) <ariel.wolf@dot.gov>           | Required          |
|   |                  | Ray, James (OST) <Jim.Ray@dot.gov>               | Required          |
|   |                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> | Required          |

**Friday, August 31, 2018**

|   |                   |                                            |                   |
|---|-------------------|--------------------------------------------|-------------------|
| ▲ | <b>Time</b>       | All Day                                    |                   |
|   | <b>Subject</b>    | (b) (6)                                    |                   |
|   | <b>Categories</b> | Purple Category                            |                   |
| ▲ | <b>Time</b>       | 8:30 AM – 9:00 AM                          |                   |
|   | <b>Subject</b>    | Senior Staff Meeting                       |                   |
|   | <b>Location</b>   | Secretary's Conference Room                |                   |
|   | <b>Attendees</b>  | <b>Name &lt;E-mail&gt;</b>                 | <b>Attendance</b> |
|   |                   | Deputy Scheduler <DeputyScheduler@dot.gov> | Organizer         |
|   |                   | Knouse, Ruth (OST) <ruth.knouse@dot.gov>   | Required          |

|                                                           |          |
|-----------------------------------------------------------|----------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                    | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>                  | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                | Required |

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▲ **Time** 10:00 AM – 11:30 AM

**Subject** BUILD SRT

**Location** Lincoln Conference Room

**Attendees**

| <b>Name &lt;E-mail&gt;</b>                                   | <b>Attendance</b> |
|--------------------------------------------------------------|-------------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>                   | Organizer         |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>                   | Required          |
| Burthey, Grover (OST) <grover.burthey@dot.gov>               | Required          |
| Kan, Derek (OST) <derek.kan@dot.gov>                         | Required          |
| Buzby, Mark (MARAD) <mark.buzby@dot.gov>                     | Required          |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                       | Required          |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                       | Required          |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>             | Required          |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>                 | Required          |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>                 | Required          |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required          |

|                                                            |          |
|------------------------------------------------------------|----------|
| Martinez, Raymond P. (FMCSA)<br><Raymond.Martinez@dot.gov> | Required |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>               | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>             | Required |
| Augustine, John (OST) <John.Augustine@dot.gov>             | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>                   | Required |
| Ray, James (OST) <Jim.Ray@dot.gov>                         | Optional |

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▲ **Time** 12:00 PM – 1:00 PM  
**Subject** Friday Lunch at EDR  
**Location** EDR  
**Recurrence** Occurs every Friday effective 8/17/2018 until 8/31/2018 from 12:00 PM to 1:00 PM  
Based on the feedback from Friday’s lunch, I am setting up a routine, informal lunch for all DOT non-careers every Friday at noon in the EDR.

For now, we will test this out for the next three weeks to see what we think (and while the 40% discount lasts).

See you Friday,

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                   | <b>Attendance</b> |
|------------------|--------------------------------------------------------------|-------------------|
|                  | Finch                                                        |                   |
|                  | Fulton, Finch (OST) <Finch.Fulton@dot.gov>                   | Organizer         |
|                  | DOT-Political-Appointees<br>(b) (6)                          | Required          |
|                  | Simon, Doug (OST) <doug.simon@dot.gov>                       | Required          |
|                  | Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>           | Required          |
|                  | Hanson, Alan (OST) <Alan.Hanson@dot.gov>                     | Required          |
|                  | Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required          |

|                                                      |          |
|------------------------------------------------------|----------|
| Wilkinson, James (OST) <james.wilkinson@dot.gov>     | Required |
| Morris, Willis (OST) <willis.morris@dot.gov>         | Required |
| Cheap, Casey (OST) <casey.cheap@dot.gov>             | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>           | Required |
| Plans, Barry (OST) <barry.plans@dot.gov>             | Required |
| Mitton, Chris (OST) <chris.mitton@dot.gov>           | Required |
| Graham, Douglas (OST) <douglas.graham@dot.gov>       | Required |
| Deck, Wiley (FMCSA) <wiley.deck@dot.gov>             | Required |
| Somerville, Tamara (OST) <Tamara.Somerville@dot.gov> | Required |
| Siegrist, Ben (OST) <ben.siegrist@dot.gov>           | Required |
| Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>     | Required |
| Pearce, Drue (PHMSA) <drue.pearce@dot.gov>           | Required |
| Smith, Loren (OST) <Loren.Smith@dot.gov>             | Required |
| Edwards, Sara (OST) <sara.edwards@dot.gov>           | Required |
| Edwards, Bailey <AWA> <bailey.edwards@faa.gov>       | Required |
| Owens, James (OST) <James.Owens@dot.gov>             | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>               | Required |
| Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>   | Required |
| Nelson, Keith (OST) <keith.nelson@dot.gov>           | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>     | Required |
| Smith, Geoff (OST) <geoff.smith@dot.gov>             | Required |
| Trippe, Charles <AWA> <charles.trippe@faa.gov>       | Required |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>           | Required |

|                                                           |          |
|-----------------------------------------------------------|----------|
| Batory, Ronald (FRA) <ronald.batory@dot.gov>              | Required |
| Elwell, Daniel <AWA> <daniel.elwell@faa.gov>              | Required |
| Mullen, Jim (FMCSA) <jim.mullen@dot.gov>                  | Required |
| Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>            | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required |
| Short, David (OST) <david.short@dot.gov>                  | Required |
| EDRReservations (OST) <EDRReservations@dot.gov>           | Required |
| Kloster, Andrew (OST) <andrew.kloster@dot.gov>            | Required |
| Reynard, Mike (FHWA) <mike.reynard@dot.gov>               | Required |
| Morrison, Jonathan (NHTSA)<br><Jonathan.Morrison@dot.gov> | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>            | Required |
| Brown, Chris C <AWA> <chris.c.brown@faa.gov>              | Required |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                    | Required |

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▲ **Time** 3:30 PM – 4:00 PM

**Subject** Reminder: (b) (5)

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## Calendar Calendar

Saturday, September 1, 2018 – Sunday, September 30, 2018

Time zone: (UTC-05:00) Eastern Time (US & Canada)

(Adjusted for Daylight Saving Time)

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### September 2018

Su Mo Tu We Th Fr Sa

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|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|----|
|                    |                    |                    |                    |                    |                    | 1  |
| 2                  | 3                  | <a href="#">4</a>  | <a href="#">5</a>  | <a href="#">6</a>  | <a href="#">7</a>  | 8  |
| 9                  | <a href="#">10</a> | <a href="#">11</a> | <a href="#">12</a> | <a href="#">13</a> | <a href="#">14</a> | 15 |
| <a href="#">16</a> | <a href="#">17</a> | <a href="#">18</a> | <a href="#">19</a> | <a href="#">20</a> | <a href="#">21</a> | 22 |
| 23                 | <a href="#">24</a> | <a href="#">25</a> | <a href="#">26</a> | <a href="#">27</a> | <a href="#">28</a> | 29 |
| 30                 |                    |                    |                    |                    |                    |    |

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|       |                                                   |            |                     |
|-------|---------------------------------------------------|------------|---------------------|
| ▲     | (b) (6)                                           | Tue, Sep 4 |                     |
|       | <a href="#">BUILD Grants</a>                      | Tue, Sep 4 | 9:00 AM – 9:30 AM   |
|       | After Sr Staff meeting                            |            |                     |
|       | <a href="#">DOT/WH</a>                            |            | 10:00 AM – 10:30 AM |
|       | <a href="#">WH/DOT</a>                            |            | 11:30 AM – 12:00 PM |
|       | <a href="#">Scheduling</a>                        |            | 2:00 PM – 3:00 PM   |
|       | Secretary's Conference Room                       |            |                     |
|       | <a href="#">Call with Brian McCormack</a>         |            | 3:00 PM – 3:30 PM   |
| <hr/> |                                                   |            |                     |
| ▲     | .                                                 | Wed, Sep 5 | 8:00 AM – 8:30 AM   |
|       | <a href="#">Dot/WH Confirmed</a>                  |            | 9:00 AM – 9:30 AM   |
|       | <a href="#">Hold Coffee w/WH Staff</a>            |            | 9:30 AM – 10:00 AM  |
|       | <a href="#">WH/DOT</a>                            |            | 11:30 AM – 12:00 PM |
|       | <a href="#">Lunch</a>                             |            | 12:00 PM – 1:00 PM  |
|       |                                                   |            | 12:30 PM – 1:00 PM  |
|       | <a href="#">Coffee with David Hobbs</a>           |            | 2:30 PM – 3:30 PM   |
|       | (b)                                               |            |                     |
|       | <a href="#">RED FOLDER</a>                        |            | 3:30 PM – 5:00 PM   |
|       | <a href="#">Heidi King</a>                        |            | 5:00 PM – 5:15 PM   |
|       | Geoff's office                                    |            |                     |
| <hr/> |                                                   |            |                     |
| ▲     | <a href="#">Weekly (Non-Career) Staff Meeting</a> | Thu, Sep 6 | 9:00 AM – 9:30 AM   |
|       | ConfRm-HQ-Lincoln Room (OST)                      |            |                     |

|                                               |                     |
|-----------------------------------------------|---------------------|
| <a href="#">Non-Career Hatch Act Training</a> | 9:00 AM – 9:45 AM   |
| Media Center                                  |                     |
| <a href="#">Ron Batory</a>                    | 10:15 AM – 10:45 AM |
| <a href="#">Call with Brian</a>               | 11:30 AM – 12:00 PM |
| <a href="#">OGC Discussion</a>                | 2:30 PM – 3:00 PM   |

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|                                                                 |            |                     |
|-----------------------------------------------------------------|------------|---------------------|
| ▲ (b) (6)                                                       | Fri, Sep 7 | 7:30 AM – 8:00 AM   |
| <a href="#">FACA Meeting</a>                                    |            | 9:15 AM – 9:45 AM   |
| S2 Conference Room                                              |            |                     |
| <a href="#">Canceled: Schedule Review</a>                       |            | 10:00 AM – 10:30 AM |
| COS Office                                                      |            |                     |
| <a href="#">Coffee</a>                                          |            | 10:30 AM – 11:00 AM |
| (b) (6)                                                         |            |                     |
| <a href="#">Lunch with Juan Reyes, Geoff Burr and Matt Well</a> |            | 12:00 PM – 1:00 PM  |
| (b) (6)                                                         |            |                     |
| <a href="#">HOLD - (b) (6)</a>                                  |            | 3:00 PM – 4:00 PM   |

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|                                                                |             |                     |
|----------------------------------------------------------------|-------------|---------------------|
| ▲ <b>Private Appointment</b>                                   | Mon, Sep 10 |                     |
| (b) (6)                                                        | Mon, Sep 10 | 8:40 AM – 9:40 AM   |
| <a href="#">FACA Meeting</a>                                   |             | 11:30 AM – 12:00 PM |
| S2 Conference Room                                             |             |                     |
| <a href="#">Oregon Passenger Rail Corridor Investment Plan</a> |             | 2:00 PM – 2:30 PM   |
| S2 Conference Room                                             |             |                     |
| <a href="#">PREP: Planning Discussion</a>                      |             | 2:30 PM – 3:00 PM   |
| S2 Conference Room                                             |             |                     |
| <a href="#">Planning Discussion</a>                            |             | 3:00 PM – 5:00 PM   |
| S2 Conference Room                                             |             |                     |
| <a href="#">Wrap Up</a>                                        |             | 6:00 PM – 6:30 PM   |
| Secretary's Conference Room                                    |             |                     |

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|                                                                        |             |                     |
|------------------------------------------------------------------------|-------------|---------------------|
| ▲ <a href="#">Senior Staff Meeting</a>                                 | Tue, Sep 11 | 8:30 AM – 9:00 AM   |
| Secretary's Conference Room                                            |             |                     |
| <a href="#">Weekly Modal Administrator's Meeting</a>                   |             | 9:30 AM – 10:00 AM  |
| CMC                                                                    |             |                     |
| <a href="#">ERT and Senior Non-Career Staff Situational Brief</a>      |             | 10:00 AM – 10:20 AM |
| CMC E12-350                                                            |             |                     |
| <a href="#">Surrogate Q&amp;A</a>                                      |             | 10:30 AM – 10:35 AM |
| Burr's office                                                          |             |                     |
| <a href="#">Meeting w/Chris Spear (American Trucking Associations)</a> |             | 11:00 AM – 11:30 AM |
| S2 Conference Room                                                     |             |                     |



|                                                                                                                    |                     |
|--------------------------------------------------------------------------------------------------------------------|---------------------|
| <a href="#">DOT/WH</a>                                                                                             | 12:00 PM – 12:30 PM |
| <a href="#">WH/DOT</a>                                                                                             | 1:30 PM – 2:00 PM   |
| <a href="#">Hill Meetings Prep</a><br>Secretary's Office                                                           | 3:15 PM – 3:45 PM   |
| <a href="#">U2C Autonomous Vehicle Project</a><br>Geoff's office- 1200 New Jersey Ave. SE.<br>Washington, DC 20590 | 5:15 PM – 5:45 PM   |
| <a href="#">Wrap Up</a><br>Secretary's Conference Room                                                             | 6:00 PM – 6:30 PM   |

|                                                                                                                          |             |                     |
|--------------------------------------------------------------------------------------------------------------------------|-------------|---------------------|
| ▲ <a href="#">Debrief</a><br>Geoff's office                                                                              | Wed, Sep 12 | 10:30 AM – 11:00 AM |
| <a href="#">Build Project w/Mayor Lenny Curry, Jacksonville, FL</a><br>Mayor Curry will call Geoff's Direct line (b) (6) |             | 11:00 AM – 11:30 AM |
| <a href="#">Lunch</a>                                                                                                    |             | 12:00 PM – 12:30 PM |
| <a href="#">Scheduling</a><br>Secretary's Conference Room                                                                |             | 12:15 PM – 12:30 PM |
| <a href="#">Baucus Institute Leaders Program</a><br>Geoff will call (b) (6)                                              |             | 1:30 PM – 2:00 PM   |
| <a href="#">speaker event: Bob McNally, CEO of Rapidan</a><br>Lincoln Room, 9th floor - West building                    |             | 2:00 PM – 3:00 PM   |
| <a href="#">Coffee with Brian McGuire/Geoff Burr</a><br>(b) (6)                                                          |             | 4:00 PM – 4:30 PM   |
| <a href="#">Wrap Up</a><br>Secretary's Conference Room                                                                   |             | 6:00 PM – 6:30 PM   |

|                                                                                     |             |                    |
|-------------------------------------------------------------------------------------|-------------|--------------------|
| ▲ <a href="#">Weekly (Non-Career) Staff Meeting</a><br>ConfRm-HQ-Lincoln Room (OST) | Thu, Sep 13 | 9:00 AM – 9:30 AM  |
| <a href="#">Lunch</a>                                                               |             | 12:00 PM – 1:00 PM |
| <a href="#">Halloween</a><br>EEOB 234                                               |             | 1:30 PM – 2:30 PM  |
| <a href="#">STR Meeting (Budget/Authorization Levels)</a><br>S2 Conference Room     |             | 5:15 PM – 5:45 PM  |
| <a href="#">Wrap Up</a><br>Secretary's Conference Room                              |             | 6:00 PM – 6:30 PM  |

|                                                                                  |             |                    |
|----------------------------------------------------------------------------------|-------------|--------------------|
| ▲ (b) (6)                                                                        | Fri, Sep 14 | 7:50 AM – 8:50 AM  |
| <a href="#">Canceled: Schedule Review</a><br>COS Office                          |             | 9:30 AM – 10:00 AM |
| <a href="#">Lunch at the EDR</a><br>Executive Dining Room                        |             | 12:00 PM – 1:00 PM |
| <a href="#">Hurricane Florence/Grant Issue</a><br>Geoff will call Matt - (b) (6) |             | 1:15 PM – 1:45 PM  |

|                                          |                   |
|------------------------------------------|-------------------|
| <a href="#">FACA - Human Trafficking</a> | 1:30 PM – 2:00 PM |
| S2 Conference Room                       |                   |
| <a href="#">Sheila Greenwood</a>         | 3:00 PM – 4:00 PM |
| <a href="#">Wrap Up</a>                  | 5:30 PM – 6:00 PM |
| Secretary's Conference Room              |                   |

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▲ [Derek/Travel - South Africa](#) Sun, Sep 16

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|                                                                                    |             |                     |
|------------------------------------------------------------------------------------|-------------|---------------------|
| ▲ <a href="#">Social Media</a>                                                     | Mon, Sep 17 | 10:15 AM – 10:45 AM |
| Geoff will call Marianne                                                           |             |                     |
| <a href="#">Update meeting</a>                                                     |             | 3:00 PM – 3:30 PM   |
| DOT - Lincoln Conference Room 1200 New Jersey Ave SE, Washington, DC 20590         |             |                     |
| <a href="#">Follow-up International Trips for S1 and updated Travel Guidelines</a> |             | 4:00 PM – 4:30 PM   |
| DOT Building - 9th Floor, Lincoln Conference Room (W90-302)                        |             |                     |
| <a href="#">AV 3.0 Rollout</a>                                                     |             | 4:30 PM – 5:00 PM   |
| Geoff's office                                                                     |             |                     |

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|                                                                                             |             |                     |
|---------------------------------------------------------------------------------------------|-------------|---------------------|
| ▲ <a href="#">DOT/WH</a>                                                                    | Tue, Sep 18 | 9:30 AM – 10:30 AM  |
| <a href="#">WH/DOT</a>                                                                      |             | 11:30 AM – 12:15 PM |
| <a href="#">PREP: AV 3.0 Roll Out Meeting</a>                                               |             | 2:00 PM – 2:30 PM   |
| S2 Conference Room                                                                          |             |                     |
| <a href="#">Pre-brief Department's 120 day outlook through the end of the calendar year</a> |             | 3:00 PM – 3:30 PM   |
| Geoff's Office                                                                              |             |                     |
| (b) (6)                                                                                     |             | 6:30 PM – 7:30 PM   |

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|                                                                                         |             |                     |
|-----------------------------------------------------------------------------------------|-------------|---------------------|
| ▲ <a href="#">FOIA</a>                                                                  | Wed, Sep 19 | 9:30 AM – 10:00 AM  |
| S2 Conference Room                                                                      |             |                     |
| <a href="#">2019 Priorities (Blue Chart)</a>                                            |             | 11:00 AM – 11:45 AM |
| S2 Conference Room                                                                      |             |                     |
| <a href="#">Bus &amp; Bus Facilities Infrastructure Investment Grant Awards Meeting</a> |             | 5:00 PM – 5:30 PM   |
| S2 Conference Room                                                                      |             |                     |

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|                                                   |             |                     |
|---------------------------------------------------|-------------|---------------------|
| ▲ <a href="#">Senior Staff Meeting</a>            | Thu, Sep 20 | 8:30 AM – 9:00 AM   |
| Secretary's Conference Room                       |             |                     |
| <a href="#">Weekly (Non-Career) Staff Meeting</a> |             | 9:00 AM – 9:30 AM   |
| ConfRm-HQ-Lincoln Room (OST)                      |             |                     |
| <a href="#">Weekly (Non-Career) Staff Meeting</a> |             | 9:00 AM – 9:30 AM   |
| Lincoln Room                                      |             |                     |
| <a href="#">Tina Amereihn</a>                     |             | 11:30 AM – 12:00 PM |
| Geoff will call Tina                              |             |                     |

[Ballast Research Survey call--10 mins](#) 1:30 PM – 2:00 PM  
[DOT/WH](#) 2:00 PM – 2:30 PM  
[DOT 120 Day Outlook Meeting](#) 2:30 PM – 3:00 PM  
 Cabinet Affairs, EEOB 126  
[WH/DOT](#) 3:00 PM – 3:30 PM  
[FACA Meeting](#) 4:00 PM – 4:30 PM  
 S2 Conference Room  
[Wrap Up](#) 6:00 PM – 6:30 PM  
 Secretary's Conference Room

▲ [Senior Staff Meeting](#) Fri, Sep 21 8:30 AM – 9:00 AM  
 Secretary's Conference Room  
[Canceled: Schedule Review](#) 9:30 AM – 10:00 AM  
 COS Office  
[Matt Well](#) 11:00 AM – 11:15 AM  
[Scheduling](#) 3:45 PM – 4:30 PM  
 Secretary's Conference Room

▲ [Derek/Travel - Detroit](#) Mon, Sep 24  
 (b) (6) Mon, Sep 24  
[Senior Staff](#) Mon, Sep 24 8:30 AM – 9:00 AM  
 Secretary's Conference Room  
[STR Meeting \(Transit Options\)](#) 2:00 PM – 2:30 PM  
 S2 Conference Room

▲ [DOT/WH](#) Tue, Sep 25 10:00 AM – 10:30 AM  
[WH/DOT](#) 11:30 AM – 12:00 PM

▲ [Call w/ Candi and Geoff Burr re TX Central](#) Wed, Sep 26 11:00 AM – 11:30 AM  
 Candi will call Georff at (b) (6)  
[FOIA Updates](#) 2:10 PM – 2:20 PM  
 Geoff's office  
[Call McGinley](#) 4:30 PM – 5:00 PM  
[Human Traffic FACA Meeting](#) 5:00 PM – 5:30 PM  
 S2 Conference Room

▲ [Weekly \(Non-Career\) Staff Meeting](#) Thu, Sep 27 9:00 AM – 9:30 AM  
 ConfRm-HQ-Lincoln Room (OST)  
[Matt Sturges Tag-up](#) 10:30 AM – 11:00 AM  
 Geoff's office  
[RE: FAA Personnel](#) 1:00 PM – 1:30 PM  
 S2 Conference Room  
[AIP Event](#) 2:00 PM – 3:00 PM  
 Media Center

|                                           |             |                     |
|-------------------------------------------|-------------|---------------------|
| ▲ <a href="#">Senior Staff Meeting</a>    | Fri, Sep 28 | 8:30 AM – 9:00 AM   |
| Secretary's Conference Room               |             |                     |
| <a href="#">NY Signs</a>                  |             | 9:00 AM – 9:30 AM   |
| <a href="#">Canceled: Schedule Review</a> |             | 9:30 AM – 10:00 AM  |
| COS Office                                |             |                     |
| <a href="#">Matt Well</a>                 |             | 11:00 AM – 11:30 AM |
| <a href="#">Update Meeting</a>            |             | 2:00 PM – 2:30 PM   |
| Geoff's office                            |             |                     |
| <a href="#">Wrap Up</a>                   |             | 5:30 PM – 6:00 PM   |
| Secretary's Conference Room               |             |                     |

Details

Tuesday, September 4, 2018

▲ **Time** All Day  
**Subject** (b) (6)  
**Categories** Purple Category

|   |                                        |                                                                 |
|---|----------------------------------------|-----------------------------------------------------------------|
| ▲ | <b>Time</b> 9:00 AM – 9:30 AM          |                                                                 |
|   | <b>Subject</b> BUILD Grants            |                                                                 |
|   | <b>Location</b> After Sr Staff meeting |                                                                 |
|   | <b>Attendees</b>                       | <b>Name &lt;E-mail&gt;</b>                                      |
|   |                                        | <b>Attendance</b>                                               |
|   |                                        | Deputy Scheduler <DeputyScheduler@dot.gov> Organizer            |
|   |                                        | Kan, Derek (OST) <derek.kan@dot.gov> Required                   |
|   |                                        | Burr, Geoff (OST) <geoff.burr@dot.gov> Required                 |
|   |                                        | Hanson, Alan (OST) <Alan.Hanson@dot.gov> Required               |
|   |                                        | Sullivan, Adam (OST) <adam.sullivan@dot.gov> Required           |
|   |                                        | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> Required       |
|   |                                        | Kramer, John (OST) <John.Kramer@dot.gov> Required               |
|   |                                        | Inman, Todd (OST) <todd.inman@dot.gov> Required                 |
|   |                                        | McInerney, Marianne (OST) <marianne.mcinerney@dot.gov> Required |
|   |                                        | Ray, James (OST) <Jim.Ray@dot.gov> Required                     |

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▲ **Time** 10:00 AM – 10:30 AM  
**Subject** DOT/WH  
**Recurrence** Occurs every Tuesday effective 9/4/2018 until 9/25/2018 from 10:00 AM to 10:30 AM  
**Categories** Green Category, Yellow Category

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▲ **Time** 11:30 AM – 12:00 PM  
**Subject** WH/DOT  
**Recurrence** Occurs every Tuesday effective 9/4/2018 until 9/25/2018 from 11:30 AM to 12:00 PM  
**Categories** Green Category

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▲ **Time** 2:00 PM – 3:00 PM  
**Subject** Scheduling  
**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | SecretaryScheduler (OST)<br><SecretaryScheduler@dot.gov>  | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | Kuo, Monica (OST) <monica.kuo@dot.gov>                    | Required          |
|                  | Henry, Tina (OST) <tina.henry@dot.gov>                    | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                    | Required          |
|                  | Genero, Laura (OST) <Laura.Genero@dot.gov>                | Required          |
|                  | Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required          |
|                  | Furman, Jon (OST) <jon.furman@dot.gov>                    | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Edwards, Sara (OST) <sara.edwards@dot.gov>                | Required          |

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▲ **Time** 3:00 PM – 3:30 PM  
**Subject** Call with Brian McCormack

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### Wednesday, September 5, 2018

▲ **Time** 8:00 AM – 8:30 AM  
**Subject** `

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▲ **Time** 9:00 AM – 9:30 AM  
**Subject** Dot/WH Confirmed  
**Categories** Green Category

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▲ **Time** 9:30 AM – 10:00 AM  
**Subject** Hold Coffee w/WH Staff

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>               | <b>Attendance</b> |
|------------------|------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>   | Organizer         |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>   | Required          |
|                  | Hanson, Alan (OST) <Alan.Hanson@dot.gov> | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>   | Required          |

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▲ **Time** 11:30 AM – 12:00 PM  
**Subject** WH/DOT  
**Categories** Green Category

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▲ **Time** 12:00 PM – 1:00 PM  
**Subject** Lunch  
**Categories** Yellow Category

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▲ **Time** 12:30 PM – 1:00 PM  
**Subject**

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▲ **Time** 2:30 PM – 3:30 PM  
**Subject** Coffee with David Hobbs  
**Location** (b)

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▲ **Time** 3:30 PM – 5:00 PM  
**Subject** RED FOLDER

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▲ **Time** 5:00 PM – 5:15 PM  
**Subject** Heidi King  
**Location** Geoff's office

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>               | <b>Attendance</b> |
|------------------|------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>   | Organizer         |
|                  | King, Heidi (NHTSA) <heidi.king@dot.gov> | Required          |

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#### Thursday, September 6, 2018

▲ **Time** 9:00 AM – 9:30 AM  
**Subject** Weekly (Non-Career) Staff Meeting

**Location** ConfRm-HQ-Lincoln Room (OST)

**Recurrence** Occurs every Thursday effective 9/6/2018 until 9/27/2018 from 9:00 AM to 9:30 AM

**Attendees**

| Name <E-mail>                                           | Attendance |
|---------------------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                  | Organizer  |
| Martinez, Raymond P. (FMCSA) <Raymond.Martinez@dot.gov> | Required   |
| Koehlke, Alex <Alex.Koehlke@dot.gov>                    | Required   |
| Riccardo, George (OST) <george.riccardo@dot.gov>        | Required   |
| Smeda, Elisabeth <AWA> <elisabeth.smeda@faa.gov>        | Required   |
| Plans, Barry (OST) <barry.plans@dot.gov>                | Required   |
| Etchen, Alex (OST) <alex.etchen@dot.gov>                | Required   |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>          | Required   |
| Post, Andy (OST) <Andy.Post@dot.gov>                    | Required   |
| Dombrowski, Eileen (OST) <Eileen.Dombrowski@dot.gov>    | Required   |
| King, Heidi (NHTSA) <heidi.king@dot.gov>                | Required   |
| Graham, Douglas (OST) <douglas.graham@dot.gov>          | Required   |
| Kania, Adriana (OST) <adriana.kania@dot.gov>            | Required   |
| Curto, Michael (OST) <Michael.Curto@dot.gov>            | Required   |
| Elliott, Skip (PHMSA) <howard.elliott@dot.gov>          | Required   |
| Hess, Chris (FRA) <christopher.hess@dot.gov>            | Required   |
| Wilkinson, James (OST) <james.wilkinson@dot.gov>        | Required   |
| Owens, James (OST) <James.Owens@dot.gov>                | Required   |
| Kramer, John (OST) <John.Kramer@dot.gov>                | Required   |
| Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov>  | Required   |

|                                                              |          |
|--------------------------------------------------------------|----------|
| Bradford, Stephen (OST) <stephen.bradford@dot.gov>           | Required |
| Reynard, Mike (FHWA) <mike.reynard@dot.gov>                  | Required |
| Smith, Loren (OST) <Loren.Smith@dot.gov>                     | Required |
| Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>             | Required |
| Parker, Mala (FHWA) <mala.parker@dot.gov>                    | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                     | Required |
| Kuo, Monica (OST) <monica.kuo@dot.gov>                       | Required |
| Worthy, Sharon (OST) <sharon.worthy@dot.gov>                 | Required |
| Cipriano, Peter (FRA) <peter.cipriano@dot.gov>               | Required |
| Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>               | Required |
| Furman, Jon (OST) <jon.furman@dot.gov>                       | Required |
| Poole, Sean (FMCSA) <sean.poole@dot.gov>                     | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                       | Required |
| Ray, James (OST) <Jim.Ray@dot.gov>                           | Required |
| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>                 | Required |
| Henry, Tina (OST) <tina.henry@dot.gov>                       | Required |
| Sylvester, Marco (OST) <marco.sylvester@dot.gov>             | Required |
| Smith, Geoff (OST) <geoff.smith@dot.gov>                     | Required |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required |
| Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>         | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                       | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>             | Required |
| Barnard, Brian (NHTSA) <brian.barnard@dot.gov>               | Required |



|                                                       |          |
|-------------------------------------------------------|----------|
| Kloster, Andrew (OST) <andrew.kloster@dot.gov>        | Required |
| Bedell, Anthony (OST) <anthony.bedell@dot.gov>        | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>            | Required |
| Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>        | Required |
| Kochman, Benjamin (OST)<br><benjamin.kochman@dot.gov> | Required |
| Nelson, Keith (OST) <keith.nelson@dot.gov>            | Required |
| Fraser, Bobby (PHMSA) <bobby.fraser@dot.gov>          | Required |
| Deck, Wiley (FMCSA) <wiley.deck@dot.gov>              | Required |
| Newman, Philip (FTA) <philip.newman@dot.gov>          | Required |
| Edwards, Sara (OST) <sara.edwards@dot.gov>            | Required |
| Cote, Gregory (OST) <gregory.cote@dot.gov>            | Required |
| Mullen, Jim (FMCSA) <jim.mullen@dot.gov>              | Required |
| Tucker, Deva (OST) <Deva.Tucker@dot.gov>              | Required |
| Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>    | Required |
| Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>             | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>        | Required |
| Morgan, Owen (OST) <owen.morgan@dot.gov>              | Required |
| James, Charles (OST) <charles.james@dot.gov>          | Required |
| Martin, Gregory (OST) <gregory.martin@dot.gov>        | Required |
| Simon, Doug (OST) <doug.simon@dot.gov>                | Required |
| Minock, Nick (OST) <nickolaus.minock@dot.gov>         | Required |
| Cheap, Casey (OST) <casey.cheap@dot.gov>              | Required |
| Roberti, Paul (PHMSA) <paul.roberti@dot.gov>          | Required |

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|-----------------------------------------------------------|----------|
| Batory, Ronald (FRA) <ronald.batory@dot.gov>              | Required |
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required |
| ConfRm-HQ-Lincoln Room (OST)<br><Lincoln.Room@dot.gov>    | Resource |
| Flowers, Darien <Darien.Flowers@dot.gov>                  | Required |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>                | Required |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>                | Required |
| Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>        | Required |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                    | Required |
| Mitton, Chris (OST) <chris.mitton@dot.gov>                | Required |
| Morrison, Jonathan (NHTSA)<br><Jonathan.Morrison@dot.gov> | Required |
| Morris, Willis (OST) <willis.morris@dot.gov>              | Required |
| Trippe, Charles <AWA> <charles.trippe@faa.gov>            | Required |
| Amereihn, Tina <AWA> <tina.amereihn@faa.gov>              | Required |
| Wang, Tim (OST) <tim.wang@dot.gov>                        | Required |
| Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov>  | Required |
| Chinn, Monica (OST) <monica.chinn@dot.gov>                | Required |
| Baker, Shana (FHWA) <Shana.Baker@dot.gov>                 | Required |
| Morabito, Cameron (OST)<br><cameron.morabito@dot.gov>     | Required |

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|-------------------------------------------------------------|----------|
| Short, David (OST) <david.short@dot.gov>                    | Required |
| Buzby, Mark (MARAD) <mark.buzby@dot.gov>                    | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>                | Required |
| Pearce, Drue (PHMSA) <drue.pearce@dot.gov>                  | Required |
| Bonini, Kyle (FMCSA) <kyle.bonini@dot.gov>                  | Required |
| Barbknecht, McKenzie (OST)<br><mckenzie.barbknecht@dot.gov> | Required |
| Shaffer, Kirk <kirk.shaffer@faa.gov>                        | Required |

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▲ **Time** 9:00 AM – 9:45 AM

**Subject** Non-Career Hatch Act Training

**Location** Media Center

**Importance** High  
\*\*\*\*Attendance is mandatory.\*\*\*

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                   | <b>Attendance</b> |
|------------------|--------------------------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                       | Organizer         |
|                  | Baker, Shana (FHWA) <Shana.Baker@dot.gov>                    | Required          |
|                  | Burthey, Grover (OST) <grover.burthey@dot.gov>               | Required          |
|                  | Buzby, Mark (MARAD) <mark.buzby@dot.gov>                     | Required          |
|                  | Chinn, Monica (OST) <monica.chinn@dot.gov>                   | Required          |
|                  | Cipriano, Peter (FRA) <peter.cipriano@dot.gov>               | Required          |
|                  | Fulton, Finch (OST) <Finch.Fulton@dot.gov>                   | Required          |
|                  | Furman, Jon (OST) <jon.furman@dot.gov>                       | Required          |
|                  | Genero, Laura (OST) <Laura.Genero@dot.gov>                   | Required          |
|                  | Graham, Douglas (OST) <douglas.graham@dot.gov>               | Required          |
|                  | Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required          |
|                  | Hess, Chris (FRA) <christopher.hess@dot.gov>                 | Required          |

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|-----------------------------------------------------------|----------|
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                    | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required |
| King, Heidi (NHTSA) <heidi.king@dot.gov>                  | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required |
| Kania, Adriana (OST) <adriana.kania@dot.gov>              | Required |
| Morrison, Jonathan (NHTSA)<br><Jonathan.Morrison@dot.gov> | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| ConfRm-HQ-Lincoln Room (OST)<br><Lincoln.Room@dot.gov>    | Resource |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>              | Required |
| Moore, Allison (FRA) <A.Moore@dot.gov>                    | Required |
| Morgan, Owen (OST) <owen.morgan@dot.gov>                  | Required |
| Morris, Willis (OST) <willis.morris@dot.gov>              | Required |
| Nelson, Keith (OST) <keith.nelson@dot.gov>                | Required |
| Owens, James (OST) <James.Owens@dot.gov>                  | Required |
| Parker, Mala (FHWA) <mala.parker@dot.gov>                 | Required |
| Pearce, Drue (PHMSA) <drue.pearce@dot.gov>                | Required |
| Reyes, Juan D. III (FRA) <j.reyes@dot.gov>                | Required |
| Elliott, Skip (PHMSA) <howard.elliott@dot.gov>            | Required |
| Smith, Loren (OST) <Loren.Smith@dot.gov>                  | Required |
| Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>      | Required |
| Tucker, Deva (OST) <Deva.Tucker@dot.gov>                  | Required |

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|----------------------------------------------------------|----------|
| Wilkinson, James (OST) <james.wilkinson@dot.gov>         | Required |
| Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>           | Required |
| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>             | Required |
| Deputy Scheduler <DeputyScheduler@dot.gov>               | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>           | Required |
| Flowers, Darien <Darien.Flowers@dot.gov>                 | Required |
| Barnard, Brian (NHTSA) <brian.barnard@dot.gov>           | Required |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>             | Required |
| Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov> | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>                 | Required |
| Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>                | Required |
| Hildebrand, Vicki (OST) <victoria.hildebrand@dot.gov>    | Required |
| Simon, Doug (OST) <doug.simon@dot.gov>                   | Required |
| Bedell, Anthony (OST) <anthony.bedell@dot.gov>           | Required |
| Deck, Wiley (FMCSA) <wiley.deck@dot.gov>                 | Required |
| Fraser, Bobby (OST) <bobby.fraser@dot.gov>               | Required |
| James, Charles (OST) <charles.james@dot.gov>             | Required |
| Kloster, Andrew (OST) <andrew.kloster@dot.gov>           | Required |
| Kuo, Monica (OST) <monica.kuo@dot.gov>                   | Required |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>           | Required |
| Newman, Philip (OST) <philip.newman@dot.gov>             | Required |
| Poole, Sean (FMCSA) <sean.poole@dot.gov>                 | Required |
| Post, Andy (OST) <Andy.Post@dot.gov>                     | Required |

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|------------------------------------------------------------|----------|
| Ray, James (OST) <Jim.Ray@dot.gov>                         | Required |
| Siegrist, Ben (OST) <ben.siegrist@dot.gov>                 | Required |
| Smeda, Elisabeth <AWA> <elisabeth.smeda@faa.gov>           | Required |
| Smith, Geoff (OST) <geoff.smith@dot.gov>                   | Required |
| Trippe, Charles <AWA> <charles.trippe@faa.gov>             | Required |
| Worthy, Sharon (FMCSA) <sharon.worthy@dot.gov>             | Required |
| Martin, Gregory (OST) <gregory.martin@dot.gov>             | Required |
| Mitton, Chris (OST) <chris.mitton@dot.gov>                 | Required |
| Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>         | Required |
| Amereihn, Tina <AWA> <tina.amereihn@faa.gov>               | Required |
| Martinez, Raymond P. (FMCSA)<br><Raymond.Martinez@dot.gov> | Required |
| Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>         | Required |
| Edwards, Sara (OST) <sara.edwards@dot.gov>                 | Required |
| Roberti, Paul (PHMSA) <paul.roberti@dot.gov>               | Required |
| Cheap, Casey (OST) <casey.cheap@dot.gov>                   | Required |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                     | Required |
| Curto, Michael (OST) <Michael.Curto@dot.gov>               | Required |
| Dombrowski, Eileen (OST)<br><Eileen.Dombrowski@dot.gov>    | Required |
| Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov>     | Required |
| Reynard, Mike (FHWA) <mike.reynard@dot.gov>                | Required |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>                 | Required |
| Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>           | Required |

|                                                    |          |
|----------------------------------------------------|----------|
| Mullen, Jim (FMCSA) <jim.mullen@dot.gov>           | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>             | Required |
| Sylvester, Marco (OST) <marco.sylvester@dot.gov>   | Required |
| Etchen, Alex (OST) <alex.etchen@dot.gov>           | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>           | Required |
| Short, David (OST) <david.short@dot.gov>           | Required |
| Koehlke, Alex <Alex.Koehlke@dot.gov>               | Required |
| Wang, Tim (OST) <tim.wang@dot.gov>                 | Required |
| Plans, Barry (OST) <barry.plans@dot.gov>           | Required |
| bailey.edwards@faa.gov <Bailey.Edwards@faa.gov>    | Required |
| Riccardo, George (OST) <george.riccardo@dot.gov>   | Required |
| Bradford, Stephen (OST) <stephen.bradford@dot.gov> | Required |
| Henry, Tina (OST) <tina.henry@dot.gov>             | Required |
| Bradley, Perrin (FRA) <perrin.bradley@dot.gov>     | Optional |

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▲ **Time** 10:15 AM – 10:45 AM  
**Subject** Ron Batory

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▲ **Time** 11:30 AM – 12:00 PM  
**Subject** Call with Brian

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▲ **Time** 2:30 PM – 3:00 PM  
**Subject** OGC Discussion

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**Friday, September 7, 2018**

▲ **Time** 7:30 AM – 8:00 AM  
**Subject** (b) (6)

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▲ **Time** 9:15 AM – 9:45 AM  
**Subject** FACA Meeting  
**Location** S2 Conference Room  
**Categories** Blue Category  
**Attendees** **Name <E-mail>**

**Attendance**

Burr, Geoff (OST) <geoff.burr@dot.gov> Organizer

Hanson, Alan (OST) <Alan.Hanson@dot.gov> Required

Morris, Willis (OST) (willis.morris@dot.gov) <willis.morris@dot.gov> Required

Simon, Doug (OST) <doug.simon@dot.gov> Required

Lund, Caryn M (OST) <caryn.moore.lund@dot.gov> Required

Inman, Todd (OST) (todd.inman@dot.gov) <todd.inman@dot.gov> Required

▲ **Time** 10:00 AM – 10:30 AM

**Subject** Canceled: Schedule Review

**Location** COS Office

**Attendees**

| Name <E-mail>                              | Attendance |
|--------------------------------------------|------------|
| Edwards, Sara (OST) <sara.edwards@dot.gov> | Organizer  |
| Burr, Geoff (OST) <geoff.burr@dot.gov>     | Required   |

▲ **Time** 10:30 AM – 11:00 AM

**Subject** Coffee

**Location** (b) (6)

▲ **Time** 12:00 PM – 1:00 PM

**Subject** Lunch with Juan Reyes, Geoff Burr and Matt Well

**Location** (b) (6)

**Attendees**

| Name <E-mail>                                          | Attendance |
|--------------------------------------------------------|------------|
| Gray, Jacquitta CTR (FRA) <jacquitta.gray.ctr@dot.gov> | Organizer  |
| Reyes, Juan D. III (FRA) <j.reyes@dot.gov>             | Required   |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                 | Required   |
| Bibbs-Daniels, Rita (OST) <Rita.Bibbs-Daniels@dot.gov> | Required   |
| (b) (6)                                                | Required   |

▲ **Time** 3:00 PM – 4:00 PM

**Subject** HOLD - (b) (6)



**Monday, September 10, 2018**

▲ **Time** 8:40 AM – 9:40 AM  
**Subject** (b) (6)

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▲ **Time** 11:30 AM – 12:00 PM  
**Subject** FACA Meeting  
**Location** S2 Conference Room

**Attendees**

| <b>Name &lt;E-mail&gt;</b>                                           | <b>Attendance</b> |
|----------------------------------------------------------------------|-------------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                               | Organizer         |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                             | Required          |
| Morris, Willis (OST) (willis.morris@dot.gov) <willis.morris@dot.gov> | Required          |
| Simon, Doug (OST) <doug.simon@dot.gov>                               | Required          |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>                       | Required          |
| Inman, Todd (OST) <todd.inman@dot.gov>                               | Required          |
| Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>                       | Required          |

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▲ **Time** 2:00 PM – 2:30 PM  
**Subject** Oregon Passenger Rail Corridor Investment Plan  
**Location** S2 Conference Room  
Red Folder: S10-180712-045

**Attendees**

| <b>Name &lt;E-mail&gt;</b>                             | <b>Attendance</b> |
|--------------------------------------------------------|-------------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>             | Organizer         |
| Ray, James (OST) <Jim.Ray@dot.gov>                     | Required          |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>         | Required          |
| Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov> | Required          |
| Burthey, Grover (OST) <grover.burthey@dot.gov>         | Required          |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>           | Required          |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                 | Required          |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>             | Required          |

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▲ **Time** 2:30 PM – 3:00 PM

**Subject** PREP: Planning Discussion  
**Location** S2 Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                 | <b>Attendance</b> |
|------------------|--------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov> | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>     | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>     | Required          |
|                  | Hanson, Alan (OST) <Alan.Hanson@dot.gov>   | Required          |

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▲ **Time** 3:00 PM – 5:00 PM  
**Subject** Planning Discussion  
**Location** S2 Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                       | <b>Attendance</b> |
|------------------|--------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>       | Organizer         |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>     | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>           | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>             | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>           | Required          |
|                  | Hanson, Alan (OST) <Alan.Hanson@dot.gov>         | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>         | Required          |
|                  | paul.w.johnson(b) (6)<br><paul.w.johnson(b) (6)> | Required          |

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▲ **Time** 6:00 PM – 6:30 PM  
**Subject** Wrap Up  
**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                       | <b>Attendance</b> |
|------------------|--------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>       | Organizer         |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>     | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> | Required          |

|                                                           |          |
|-----------------------------------------------------------|----------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required |
| Furman, Jon (OST) <jon.furman@dot.gov>                    | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                    | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required |

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**Tuesday, September 11, 2018**

▲ **Time** 8:30 AM – 9:00 AM

**Subject** Senior Staff Meeting

**Location** Secretary's Conference Room

**Attendees**

| <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|-----------------------------------------------------------|-------------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required          |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
| Inman, Todd (OST) <todd.inman@dot.gov>                    | Required          |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required          |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required          |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |
| Kramer, John (OST) <John.Kramer@dot.gov>                  | Required          |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required          |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                | Required          |

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**Time** 9:30 AM – 10:00 AM

**Subject** Weekly Modal Administrator's Meeting

**Location** CMC

Note location change for 11 Sept meeting.

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                   | <b>Attendance</b> |
|------------------|--------------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                   | Organizer         |
|                  | Batory, Ronald (FRA) <ronald.batory@dot.gov>                 | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                       | Required          |
|                  | Buzby, Mark (MARAD) <mark.buzby@dot.gov>                     | Required          |
|                  | Genero, Laura (OST) <Laura.Genero@dot.gov>                   | Required          |
|                  | Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required          |
|                  | Hildebrand, Vicki (OST) <victoria.hildebrand@dot.gov>        | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                       | Required          |
|                  | James, Charles (OST) <charles.james@dot.gov>                 | Required          |
|                  | King, Heidi (NHTSA) <heidi.king@dot.gov>                     | Required          |
|                  | Knouse, Ruth (OST) <ruth.knouse@dot.gov>                     | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov>    | Required          |
|                  | McMaster, Sean (OST) <sean.mcmaster@dot.gov>                 | Required          |
|                  | Morgan, Owen (OST) <owen.morgan@dot.gov>                     | Required          |
|                  | Morris, Willis (OST) <willis.morris@dot.gov>                 | Required          |
|                  | Nelson, Keith (OST) <keith.nelson@dot.gov>                   | Required          |
|                  | Owens, James (OST) <James.Owens@dot.gov>                     | Required          |
|                  | Pearce, Drue (PHMSA) <drue.pearce@dot.gov>                   | Required          |
|                  | Ray, James (OST) <Jim.Ray@dot.gov>                           | Required          |
|                  | Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>         | Required          |

|                                                       |          |
|-------------------------------------------------------|----------|
| Williams, Jane (FTA) <k.jane.williams@dot.gov>        | Required |
| Baldwin, Kristen (OST) <kristen.baldwin@dot.gov>      | Required |
| Callender, Duane (FHWA) <Duane.Callender@dot.gov>     | Required |
| Danielson, Jack (NHTSA) <jack.danielson@dot.gov>      | Required |
| Farley, Audrey (PHMSA) <Audrey.Farley@dot.gov>        | Required |
| Hurdle, Lana (OST) <Lana.Hurdle@dot.gov>              | Required |
| Jefferson, Daphne (OST) <daphne.jefferson@dot.gov>    | Required |
| Kaleta, Judy (OST) <Judy.Kaleta@dot.gov>              | Required |
| Lefevre, Maria (OST) <maria.lefevre@dot.gov>          | Required |
| McMillan, Howard (PHMSA)<br><howard.mcmillan@dot.gov> | Required |
| Middlebrook, Craig (SLS) <Craig.Middlebrook@dot.gov>  | Required |
| Nissenbaum, Paul (FRA) <paul.nissenbaum@dot.gov>      | Required |
| Scovel, Calvin L <OIG> <calvin.scovel@oig.dot.gov>    | Required |
| Szabat, Joel (OST) <Joel.Szabat@dot.gov>              | Required |
| Washington, Keith (OST) <Keith.Washington@dot.gov>    | Required |
| Welbes, Matt (FTA) <Matt.Welbes@dot.gov>              | Required |
| Elliott, Skip (PHMSA) <howard.elliott@dot.gov>        | Required |
| Behm, Mitchell <OIG> <mitchell.behm@oig.dot.gov>      | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                  | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>      | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>              | Required |
| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>          | Required |

|                                                            |          |
|------------------------------------------------------------|----------|
| Martinez, Raymond P. (FMCSA)<br><Raymond.Martinez@dot.gov> | Required |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>               | Required |
| Edwards, Sara (OST) <sara.edwards@dot.gov>                 | Required |
| Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>         | Required |
| Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov>   | Required |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>                 | Required |
| Walker, Cheryl (FHWA) <cheryl.walker@dot.gov>              | Required |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                     | Required |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>                 | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                     | Required |
| Henry, Tina (OST) <tina.henry@dot.gov>                     | Required |

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▲ **Time** 10:00 AM – 10:20 AM  
**Subject** ERT and Senior Non-Career Staff Situational Brief  
**Location** CMC E12-350  
Emergency Response Team (ERT) and Senior Non-Career Staff.

There will be a situational brief in the Crisis Management Center (CMC) on Tuesday, September 11, 2018 from 10:00 AM EDT – 10:30 AM EDT. Each Operating Administration should be prepared to brief on preparedness activities for Hurricane Florence and any impacts to Guam and Saipan.

For ERT members and Senior Non-Career Staff who cannot attend in person, a teleconference line will be established using the following number: (b) (6) and Pin: (b) (6)

Crisis Management Center (CMC)

202-366-1863

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                           | <b>Attendance</b> |
|------------------|------------------------------------------------------|-------------------|
|                  | CMC-01 (OST) (b) (6)                                 | Organizer         |
|                  | Dixon, Keith (OST) <keith.dixon@dot.gov>             | Required          |
|                  | Eldridge, Justin (OST) <justin.eldridge@dot.gov>     | Required          |
|                  | Fleming, Cynthia (OST) <cynthia.fleming@dot.gov>     | Required          |
|                  | Kirk, Robert (OST) <robert.kirk@dot.gov>             | Required          |
|                  | Price, Donald (OST) <donald.price@dot.gov>           | Required          |
|                  | Sanchez, Carlos (OST) <carlos.sanchez@dot.gov>       | Required          |
|                  | Toney, Michael (OST) <michael.toney@dot.gov>         | Required          |
|                  | CMC-02 (OST) (b) (6)                                 | Required          |
|                  | CMC-12 (OST) (b) (6)                                 | Required          |
|                  | CMC-18 (OST) (b) (6)                                 | Required          |
|                  | Douglas Plummer <douglas.plummer@hq.dhs.gov>         | Required          |
|                  | Gaither, Timothy (OST) <Timothy.Gaither@dot.gov>     | Required          |
|                  | Morgan, Butch (OST) <Butch.Morgan@dot.gov>           | Required          |
|                  | Slaughter, Stephen (OST) <Stephen.Slaughter@dot.gov> | Required          |
|                  | Baraban, Cindy (OST) <cindy.baraban@dot.gov>         | Required          |
|                  | Behm, Mitchell <OIG> <mitchell.behm@oig.dot.gov>     | Required          |
|                  | Bergen, Kathleen <ASO> <kathleen.bergen@faa.gov>     | Required          |
|                  | Borkar, Gitanjali (OST) <Gitanjali.Borkar@dot.gov>   | Required          |
|                  | Brown, Gregory (OST) <Gregory.Brown@dot.gov>         | Required          |
|                  | Buff, Arthur (PHMSA) <Arthur.Buff@dot.gov>           | Required          |
|                  | Clark, Michael R <OIG> <michael.clark@oig.dot.gov>   | Required          |
|                  | Dick, Randy (PHMSA) <randy.dick@dot.gov>             | Required          |

|                                                           |          |
|-----------------------------------------------------------|----------|
| Heneghan, John (PHMSA) <John.Heneghan@dot.gov>            | Required |
| Hicks, Kari (OST) <kari.hicks@dot.gov>                    | Required |
| Hurdle, Lana (OST) <Lana.Hurdle@dot.gov>                  | Required |
| Jackson, Ronald (OST) <Ronald.Jackson@dot.gov>            | Required |
| Jain, Nuns (MARAD) <Nuns.Jain@dot.gov>                    | Required |
| Kaleta, Judy (OST) <Judy.Kaleta@dot.gov>                  | Required |
| Lefevre, Maria (OST) <maria.lefevre@dot.gov>              | Required |
| Marshall, Taneesha <ASO><br><taneesha.marshall@faa.gov>   | Required |
| O'Berry, Donna (OST) <donna.o'berry@dot.gov>              | Required |
| O'Harra, Michael <ASO> <michael.o'harra@faa.gov>          | Required |
| Patriarca Jr., Carmen (FRA)<br><Carmen.Patriarca@dot.gov> | Required |
| Rice, Pamela (FMCSA) <pamela.rice@dot.gov>                | Required |
| Ruban, Darrell (FMCSA) <darrell.ruban@dot.gov>            | Required |
| Szabat, Joel (OST) <Joel.Szabat@dot.gov>                  | Required |
| Taylor, Yvette (FTA) <Yvette.Taylor@dot.gov>              | Required |
| Torres, Miguel (FHWA) <Miguel.Torres@dot.gov>             | Required |
| Tucker, Deva (OST) <Deva.Tucker@dot.gov>                  | Required |
| Urisko, James (PHMSA) <james.urisko@dot.gov>              | Required |
| Washington, Keith (OST) <Keith.Washington@dot.gov>        | Required |
| Welbes, Matt (FTA) <Matt.Welbes@dot.gov>                  | Required |
| White, Christopher (FTA) <Christopher.White@dot.gov>      | Required |
| Whyte, Dudley (FTA) <Dudley.Whyte@dot.gov>                | Required |



|                                                              |          |
|--------------------------------------------------------------|----------|
| Batory, Ronald (FRA) <ronald.batory@dot.gov>                 | Required |
| Buzby, Mark (MARAD) <mark.buzby@dot.gov>                     | Required |
| Elliott, Skip (PHMSA) <howard.elliott@dot.gov>               | Required |
| Martinez, Raymond P. (FMCSA)<br><Raymond.Martinez@dot.gov>   | Required |
| Scovel, Calvin L <OIG> <calvin.scovel@oig.dot.gov>           | Required |
| Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>           | Required |
| Elwell, Daniel <AWA> <daniel.elwell@faa.gov>                 | Required |
| Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov>     | Required |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required |
| King, Heidi (NHTSA) <heidi.king@dot.gov>                     | Required |
| Middlebrook, Craig (SLS) <Craig.Middlebrook@dot.gov>         | Required |
| Pearce, Drue (PHMSA) <drue.pearce@dot.gov>                   | Required |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>                   | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>               | Required |
| Baldwin, Eric (OST) <Eric.Baldwin@dot.gov>                   | Required |
| Baldwin, Kristen (OST) <kristen.baldwin@dot.gov>             | Required |
| Carlson, Terence (OST) <Terence.Carlson@dot.gov>             | Required |
| Feiss, Robert (OST) <robert.feiss@dot.gov>                   | Required |
| Harris, Michelle (OST) <michelle.harris@dot.gov>             | Required |
| Hoilman, Brad (OST) <Brad.Hoilman@dot.gov>                   | Required |
| Irving, Lori (OST) <Lori.Irving@dot.gov>                     | Required |
| Kelly, Patrice (OST) <patrice.kelly@dot.gov>                 | Required |

|                                                    |          |
|----------------------------------------------------|----------|
| Lord, Ken (OST) <Ken.Lord@dot.gov>                 | Required |
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| Martin, Rita (OST) <Rita.Martin@dot.gov>           | Required |
| Medina, Yvonne (OST) <yvonne.medina@dot.gov>       | Required |
| Petrosino, Marie (OST) <Marie.Petrosino@dot.gov>   | Required |
| Smith, Willie (OST) <Willie.Smith@dot.gov>         | Required |
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| Williams, Lisa (OST) <lisa.williams@dot.gov>       | Required |
| Womack, Anita (OST) <anita.womack@dot.gov>         | Required |
| FAA Southern Region CROC <9-esa-roc@faa.gov>       | Required |
| Mansour, Jennifer <ASO> <jennifer.mansour@faa.gov> | Required |
| Noel, Dan (OST) <dan.noel@dot.gov>                 | Required |
| Omalley, James M. <james.m.omalley.civ@mail.mil>   | Required |
| O'Malley, Mike (OST) <Mike.Omalley@dot.gov>        | Required |
| Walker, Josef (SLS) <Josef.Walker@dot.gov>         | Required |
| Benson, Duain (OST) <Duain.Benson@dot.gov>         | Required |
| Brown, Jan (MARAD) <Jan.Brown@dot.gov>             | Required |
| Cruz, Augusto (OST) <augusto.cruz@dot.gov>         | Required |
| Dimapan, Bill CTR (OST) <bill.dimapan.ctr@dot.gov> | Required |
| Dulik, Joseph CTR (OST) <joseph.dulick@dot.gov>    | Required |
| Fritz, Edison (OST) <edison.fritz@dot.gov>         | Required |

|                                                        |          |
|--------------------------------------------------------|----------|
| Garner, Leonard (FRA) <leonard.garner@dot.gov>         | Required |
| Hart, Starletta CTR (OST) <starletta.hart.ctr@dot.gov> | Required |
| Plummer, Douglas (OST) <douglas.plummer@dot.gov>       | Required |
| Reed, Carl CTR (OST) <Carl.Reed.CTR@dot.gov>           | Required |
| Scott, Wanda (OST) <Wanda.Scott@dot.gov>               | Required |
| Williams, Shawn (OST) <shawn.williams@dot.gov>         | Required |
| Yateman, Diane (FTA) <Diane.Yateman@dot.gov>           | Required |
| Alan, Russ (MARAD) <russ.alan@dot.gov>                 | Required |
| Alexy, Karl (FRA) <john.alex@dot.gov>                  | Required |
| Amaro, Jack <OIG> <jack.amaro@oig.dot.gov>             | Required |
| Appel, Alex (FHWA) <Alex.Appel@dot.gov>                | Required |
| Brennan, Lisa (FTA) <lisa.brennan@dot.gov>             | Required |
| Burke, Steven <OIG> <steven.burke@oig.dot.gov>         | Required |
| callahan, mike (OST) <mike.callahan@dot.gov>           | Required |
| Carnes, Jason (FHWA) <jason.carnes@dot.gov>            | Required |
| Farley, Audrey (PHMSA) <Audrey.Farley@dot.gov>         | Required |
| Huggins, Ricky (FRA) <ricky.huggins@dot.gov>           | Required |
| Roberson, Jennifer <AXE> <jennifer.roberson@faa.gov>   | Required |
| Keenan, Alex (FMCSA) <alex.keenan@dot.gov>             | Required |
| King, Jeffrey (FHWA) <jeffrey.king@dot.gov>            | Required |
| Mays, Ed (NHTSA) <ed.mays@dot.gov>                     | Required |
| Miller, Ava (OST) <Ava.Miller@dot.gov>                 | Required |
| Powell, Winslow (FTA) <Winslow.Powell@dot.gov>         | Required |

|                                                                      |          |
|----------------------------------------------------------------------|----------|
| Reyes, Jorge (OST) <jorge.reyes@dot.gov>                             | Required |
| Savage, Kyle (SLS) <Kyle.Savage@dot.gov>                             | Required |
| Simpson, Henry <AXE> <henry.simpson@faa.gov>                         | Required |
| Stuckey, William (PHMSA) <William.Stuckey@dot.gov>                   | Required |
| Supko, Stephanie (MARAD) <stephanie.supko@dot.gov>                   | Required |
| Tisdale, Anthony (FTA) <Anthony.Tisdale@dot.gov>                     | Required |
| Williams, Dee (NHTSA) <Dee.Williams@dot.gov>                         | Required |
| Parker, Aaron (OST) <aaron.parker@dot.gov>                           | Required |
| Johnson, Pearlis <ASO> <pearlis.johnson@faa.gov>                     | Required |
| Kennington-Gardiner, Marie <AEA> <marie.kennington-gardiner@faa.gov> | Required |
| Lowe, Rob <CSA> <rob.lowe@faa.gov>                                   | Required |
| Rohlf, John (FHWA) <John.Rohlf@dot.gov>                              | Required |
| Scott, Curtis (FHWA) <Curtis.Scott@dot.gov>                          | Required |
| Suarez, Ricardo (FHWA) <Ricardo.Suarez@dot.gov>                      | Required |
| Suomi, David C <ANM> <david.suomi@faa.gov>                           | Required |
| Barber, Gary <ASW> <gary.barber@faa.gov>                             | Required |
| Hericks, Kristan (FMCSA) <kristan.hericks@dot.gov>                   | Required |
| Hesse, Paul (FHWA) <Paul.Hesse@dot.gov>                              | Required |
| Robinson, James F <AEA> <james.f.robinson@faa.gov>                   | Required |
| Lutes, David <WSA> <david.lutes@faa.gov>                             | Required |
| Matthews, Michael (FHWA) <michael.matthews@dot.gov>                  | Required |
| McSpaden, Jeffrey (FHWA) <Jeffry.McSpaden@dot.gov>                   | Required |

|                                                             |          |
|-------------------------------------------------------------|----------|
| Russell, Leah <ASO> <leah.russell@faa.gov>                  | Required |
| Sacks, Cindy <AAL> <cindy.sacks@faa.gov>                    | Required |
| Sheehan, Terry (Volpe) <Terry.Sheehan@dot.gov>              | Required |
| Williams, Ron (FHWA) <Ron.Williams@dot.gov>                 | Required |
| Allen, Curtis (FMCSA) <Curtis.Allen@dot.gov>                | Required |
| Amereihn, Tina <AWA> <tina.amereihn@faa.gov>                | Required |
| Burleson, Carl <AWA> <carl.burleson@faa.gov>                | Required |
| Calhoun, Scott (OST) <Scott.Calhoun@dot.gov>                | Required |
| Curry, Kim Y (PHMSA) <kim.y.curry@dot.gov>                  | Required |
| Flennoy, Jason (OST) <jason.flennoy@dot.gov>                | Required |
| Harrington, Douglas (MARAD)<br><douglas.harrington@dot.gov> | Required |
| Hinz, Deborah (OST) <deborah.hinz@dot.gov>                  | Required |
| Kaag, Bill (MARAD) <Bill.Kaag@dot.gov>                      | Required |
| Kalsbeek, Amie (OST) <amie.kalsbeek@dot.gov>                | Required |
| Kehrli, Mark (FHWA) <Mark.Kehrli@dot.gov>                   | Required |
| Koffman, Chaya (FTA) <chaya.koffman@dot.gov>                | Required |
| Mayberry, Alan (PHMSA) <alan.mayberry@dot.gov>              | Required |
| Moore, Richard (OST) <richard.moore@dot.gov>                | Required |
| Moss, Kelly (OST) <kelly.moss@dot.gov>                      | Required |
| Nifosi, Dana (FTA) <Dana.Nifosi@dot.gov>                    | Required |
| Quade, William (FMCSA) <william.quade@dot.gov>              | Required |
| Rouse, Devin (FRA) <devin.rouse@dot.gov>                    | Required |

|                                                             |          |
|-------------------------------------------------------------|----------|
| Schoonover, William (PHMSA)<br><william.schoonover@dot.gov> | Required |
| Turner, Vaughn <AWA> <vaughn.turner@faa.gov>                | Required |
| Williams, Wayne A (SLS) <Wayne.A.Williams@dot.gov>          | Required |
| DOT-Political-Appointees<br>(b) (6)                         | Required |
| Poole, Sean (FMCSA) <sean.poole@dot.gov>                    | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>                | Required |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>                | Required |
| Bedell, Anthony (OST) <anthony.bedell@dot.gov>              | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                      | Required |

▲ **Time** 10:30 AM – 10:35 AM  
**Subject** Surrogate Q&A  
**Location** Burr's office

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                   | <b>Attendance</b> |
|------------------|----------------------------------------------|-------------------|
|                  | Edwards, Sara (OST) <sara.edwards@dot.gov>   | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>       | Required          |
|                  | Kania, Adriana (OST) <adriana.kania@dot.gov> | Required          |

▲ **Time** 11:00 AM – 11:30 AM  
**Subject** Meeting w/Chris Spear (American Trucking Associations)  
**Location** S2 Conference Room  
 Jennifer Hall, ATA's General Counsel, will join Chris Spear and Rich Pianka

From: Christopher Spear  
 (b) (6)  
 Date: September 6, 2018 at 9:50:44 AM EDT  
 To: "jeff.rosen@dot.gov<mailto:jeff.rosen@dot.gov>"  
 <jeff.rosen@dot.gov<mailto:jeff.rosen@dot.gov>>  
 Subject: Meeting request  
 Jeff,

Trust you're well. If your schedule permits, I would like to request a meeting next week to discuss the status of negotiations over FAA/F4A

and the timing of next steps. Attending for ATA would be me and Rich Pianka, Deputy GC.

Thank you for your consideration and time.

Regards,

Chris

Chris Spear  
President & CEO  
American Trucking Associations  
950 North Glebe Road, Suite 210 - Arlington, VA 22203  
Direct: (b) (6) Mobile: (b) (6)  
(b) (6)

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                 | <b>Attendance</b> |
|------------------|--------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov> | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>     | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>       | Optional          |

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▲ **Time** 12:00 PM – 12:30 PM  
**Subject** DOT/WH  
**Categories** Green Category, Yellow Category

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▲ **Time** 1:30 PM – 2:00 PM  
**Subject** WH/DOT  
**Categories** Green Category

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▲ **Time** 3:15 PM – 3:45 PM  
**Subject** Hill Meetings Prep  
**Location** Secretary's Office  
Staff: S2/G Burr/A Hanson/D Kan/A Sullivan

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                               | <b>Attendance</b> |
|------------------|----------------------------------------------------------|-------------------|
|                  | SecretaryScheduler (OST)<br><SecretaryScheduler@dot.gov> | Organizer         |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>             | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                   | Required          |
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>               | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                     | Required          |

|                                            |          |
|--------------------------------------------|----------|
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>   | Required |
| Henry, Tina (OST) <tina.henry@dot.gov>     | Optional |
| Edwards, Sara (OST) <sara.edwards@dot.gov> | Optional |

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▲ **Time** 5:15 PM – 5:45 PM  
**Subject** U2C Autonomous Vehicle Project  
**Location** Geoff's office- 1200 New Jersey Ave. SE. Washington, DC 20590  
Please check-in at the security desk and Rita Bibbs-Daniels will come down to escort you.

POC: Rita Bibbs-Daniels  
202-366-9751

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                  | <b>Attendance</b> |
|------------------|---------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>      | Organizer         |
|                  | tmi(b) (6) [REDACTED]<br>(b) (6) [REDACTED] | Required          |
|                  | Toni Damico (b) (6) [REDACTED]              | Required          |

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▲ **Time** 6:00 PM – 6:30 PM  
**Subject** Wrap Up  
**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                             | <b>Attendance</b> |
|------------------|--------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>             | Organizer         |
|                  | Knouse, Ruth (OST) <ruth.knouse@dot.gov>               | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                 | Required          |
|                  | McInerney, Marianne (OST) <marianne.mcinerney@dot.gov> | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                 | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                   | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>       | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>           | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>               | Required          |



Hanson, Alan (OST) <Alan.Hanson@dot.gov> Required  
Genero, Laura (OST) <Laura.Genero@dot.gov> Required

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**Wednesday, September 12, 2018**

▲ **Time** 10:30 AM – 11:00 AM  
**Subject** Debrief  
**Location** Geoff's office  
**Attendees**

| Name <E-mail>                          | Attendance |
|----------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov> | Organizer  |
| Inman, Todd (OST) <todd.inman@dot.gov> | Required   |
| Paul Johnson (b) (6)                   | Required   |

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▲ **Time** 11:00 AM – 11:30 AM  
**Subject** Build Project w/Mayor Lenny Curry, Jacksonville, FL  
**Location** Mayor Curry will call Geoff's Direct line (b) (6)  
POC: Sharyn Conway - (b) (6)  
**Attendees**

| Name <E-mail>                          | Attendance |
|----------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov> | Organizer  |
| sconway (b) (6) <(b) (6)>              | Required   |

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▲ **Time** 12:00 PM – 12:30 PM  
**Subject** Lunch  
**Categories** Yellow Category

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▲ **Time** 12:15 PM – 12:30 PM  
**Subject** Scheduling  
**Location** Secretary's Conference Room  
**Attendees**

| Name <E-mail>                              | Attendance |
|--------------------------------------------|------------|
| Edwards, Sara (OST) <sara.edwards@dot.gov> | Organizer  |
| Burr, Geoff (OST) <geoff.burr@dot.gov>     | Required   |
| Inman, Todd (OST) <todd.inman@dot.gov>     | Required   |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>   | Required   |
| Henry, Tina (OST) <tina.henry@dot.gov>     | Required   |

---

▲ **Time** 1:30 PM – 2:00 PM  
**Subject** Baucus Institute Leaders Program  
**Location** Geoff will call (b) (6)  
**Categories** Purple Category

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                       | <b>Attendance</b> |
|------------------|--------------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>           | Organizer         |
|                  | Panarella, Samuel <Samuel.Panarella@mso.umt.edu> | Required          |

---

▲ **Time** 2:00 PM – 3:00 PM  
**Subject** speaker event: Bob McNally, CEO of Rapidan  
**Location** Lincoln Room, 9th floor - West building  
All, I am pleased to invite the non-career DOT team to a speaker event that we will host at 2pm on Wednesday, September 12, in the Lincoln Room.

Bob McNally is a consultant with a focus on global energy markets, foreign policy, finance, and the economy. His quarter-century-plus of experience studying these issues at a high level, from Wall Street to the White House, should lead to a fascinating discussion at a fascinating time.

This will be an off-the-record discussion and Q&A, and I very much hope you will be able to attend.

Bob's bio is below:

<https://www.rapidanenergy.com/team>

Robert McNally

Founder & President

Robert McNally is based in Washington, DC and has over 25 years of government and market experience as an international energy consultant, senior White House policy official, and hedge fund strategist. His expertise spans government, economic, security, and environmental sectors. He is the author of the award-winning and

acclaimed book *Crude Volatility: The History and the Future of Boom-Bust Oil Prices* (Columbia University Press, 2017).

Robert has testified before Congress on energy markets and national security, published on energy in *Foreign Affairs* (co-authored with Michael Levi), and has been interviewed by CNN, *The Economist*, NPR, *Financial Times*, *Washington Post*, *New York Times*, PBS' *Great Decisions in Foreign Policy* series, *Bloomberg News*, and other leading journals and programs. He is a Member of the National Petroleum Council and is a non-resident fellow at the Columbia University Center on Global Energy Policy. From 2001 to 2003, he served as the top international and domestic energy advisor on the White House staff, holding the posts of Special Assistant to the President on the National Economic Council and, in 2003, Senior Director for International Energy on the National Security Council. He started his professional career as an oil market analyst and for 12 years analyzed energy markets, macroeconomic policy, and geopolitics for portfolio managers at Tudor Investment Corporation. Robert earned his B.A./B.S. in Political Science and International Relations from American University and his M.A. in International Economics and Foreign Policy from Johns Hopkins School of Advanced International Studies (SAIS).

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                             | <b>Attendance</b> |
|------------------|--------------------------------------------------------|-------------------|
|                  | Smith, Loren (OST) <Loren.Smith@dot.gov>               | Organizer         |
|                  | Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov> | Required          |
|                  | Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>     | Required          |
|                  | Barnard, Brian (NHTSA) <brian.barnard@dot.gov>         | Required          |
|                  | Basile, Gabrielle (OST) <gabrielle.basile@dot.gov>     | Required          |
|                  | Batory, Ronald (FRA) <ronald.batory@dot.gov>           | Required          |
|                  | Bedell, Anthony (OST) <anthony.bedell@dot.gov>         | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>       | Required          |
|                  | Bradford, Stephen (OST) <stephen.bradford@dot.gov>     | Required          |
|                  | Brown, Chris C <AWA> <chris.c.brown@faa.gov>           | Required          |
|                  | Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>     | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                 | Required          |
|                  | Burthey, Grover (OST) <grover.burthey@dot.gov>         | Required          |

|                                                          |          |
|----------------------------------------------------------|----------|
| Buzby, Mark (MARAD) <mark.buzby@dot.gov>                 | Required |
| Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>         | Required |
| Cheap, Casey (OST) <casey.cheap@dot.gov>                 | Required |
| Chinn, Monica (OST) <monica.chinn@dot.gov>               | Required |
| Cipriano, Peter (FRA) <peter.cipriano@dot.gov>           | Required |
| Cote, Gregory (OST) <gregory.cote@dot.gov>               | Required |
| Curto, Michael (OST) <Michael.Curto@dot.gov>             | Required |
| Deck, Wiley (FMCSA) <wiley.deck@dot.gov>                 | Required |
| Dombrowski, Eileen (OST)<br><Eileen.Dombrowski@dot.gov>  | Required |
| Edwards, Bailey <AWA> <bailey.edwards@faa.gov>           | Required |
| Edwards, Sara (OST) <sara.edwards@dot.gov>               | Required |
| Elliott, Skip (PHMSA) <howard.elliott@dot.gov>           | Required |
| Elwell, Daniel <AWA> <daniel.elwell@faa.gov>             | Required |
| Etchen, Alex (OST) <alex.etchen@dot.gov>                 | Required |
| Fink, Andrew (OST) <andrew.fink@dot.gov>                 | Required |
| Flowers, Darien <Darien.Flowers@dot.gov>                 | Required |
| Fraser, Bobby (OST) <bobby.fraser@dot.gov>               | Required |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>               | Required |
| Furman, Jon (OST) <jon.furman@dot.gov>                   | Required |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                   | Required |
| Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov> | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>               | Required |

|                                                              |          |
|--------------------------------------------------------------|----------|
| Graham, Douglas (OST) <douglas.graham@dot.gov>               | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                     | Required |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required |
| Hess, Chris (FRA) <christopher.hess@dot.gov>                 | Required |
| Hildebrand, Vicki (OST) <victoria.hildebrand@dot.gov>        | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                       | Required |
| James, Charles (OST) <charles.james@dot.gov>                 | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                         | Required |
| Kania, Adriana (OST) <adriana.kania@dot.gov>                 | Required |
| King, Heidi (NHTSA) <heidi.king@dot.gov>                     | Required |
| Kloster, Andrew (OST) <andrew.kloster@dot.gov>               | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                     | Required |
| Koehlke, Alex <Alex.Koehlke@dot.gov>                         | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>                     | Required |
| Kuo, Monica (OST) <monica.kuo@dot.gov>                       | Required |
| Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>                    | Required |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>               | Required |
| Martin, Gregory (OST) <gregory.martin@dot.gov>               | Required |
| Martinez, Raymond P. (FMCSA)<br><Raymond.Martinez@dot.gov>   | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov>    | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>                 | Required |
| Mitton, Chris (OST) <chris.mitton@dot.gov>                   | Required |

|                                                           |          |
|-----------------------------------------------------------|----------|
| Moore, Allison (FRA) <A.Moore@dot.gov>                    | Required |
| Morabito, Cameron (OST)<br><cameron.morabito@dot.gov>     | Required |
| Morgan, Owen (OST) <owen.morgan@dot.gov>                  | Required |
| Morris, Willis (OST) <willis.morris@dot.gov>              | Required |
| Morrison, Jonathan (NHTSA)<br><Jonathan.Morrison@dot.gov> | Required |
| Moy, Edmund (OST) <Edmund.moy@dot.gov>                    | Required |
| Mullen, Jim (FMCSA) <jim.mullen@dot.gov>                  | Required |
| Nelson, Keith (OST) <keith.nelson@dot.gov>                | Required |
| Nelson, Tony (OST) <tony.nelson@dot.gov>                  | Required |
| Newman, Philip (OST) <philip.newman@dot.gov>              | Required |
| Owens, James (OST) <James.Owens@dot.gov>                  | Required |
| Parker, Mala (FHWA) <mala.parker@dot.gov>                 | Required |
| Pearce, Drue (PHMSA) <drue.pearce@dot.gov>                | Required |
| Plans, Barry (OST) <barry.plans@dot.gov>                  | Required |
| Poole, Sean (FMCSA) <sean.poole@dot.gov>                  | Required |
| Post, Andy (OST) <Andy.Post@dot.gov>                      | Required |
| Ray, James (OST) <Jim.Ray@dot.gov>                        | Required |
| Reyes, Juan D. III (FRA) <j.reyes@dot.gov>                | Required |
| Reynard, Mike (FHWA) <mike.reynard@dot.gov>               | Required |
| Riccardo, George (OST) <george.riccardo@dot.gov>          | Required |
| Roberti, Paul (PHMSA) <paul.roberti@dot.gov>              | Required |
| Rosen, Jeff (OST) <jeff.rosen@dot.gov>                    | Required |

Russo, Michael D (PHMSA) <michael.d.russo@dot.gov> Required

Short, David (OST) <david.short@dot.gov> Required

Simon, Doug (OST) <doug.simon@dot.gov> Required

Smith, Geoff (OST) <geoff.smith@dot.gov> Required

Somerville, Tamara (OST) <Tamara.Somerville@dot.gov> Required

Sturges, Matt (FRA) <Matt.Sturges@dot.gov> Required

Sullivan, Adam (OST) <adam.sullivan@dot.gov> Required

Sylvester, Marco (OST) <marco.sylvester@dot.gov> Required

Trippe, Charles <AWA> <charles.trippe@faa.gov> Required

Wang, Tim (OST) <tim.wang@dot.gov> Required

Wilkinson, James (OST) <james.wilkinson@dot.gov> Required

Williams, Jane (FTA) <k.jane.williams@dot.gov> Required

Wolf, Ariel (OST) <ariel.wolf@dot.gov> Required

Worthy, Sharon (FMCSA) <sharon.worthy@dot.gov> Required

Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov> Required

Gray, Jacquitta CTR (FRA) <jacquitta.gray.ctr@dot.gov> Optional



**Time** 4:00 PM – 4:30 PM

**Subject** Coffee with Brian McGuire/Geoff Burr

**Location** (b) (6)

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| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b> | <b>Attendance</b> |
|------------------|----------------------------|-------------------|
|                  | McGuire, Brian T. (b) (6)  | Organizer         |

Burr, Geoff (OST) <geoff.burr@dot.gov> Required

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▲ **Time** 6:00 PM – 6:30 PM  
**Subject** Wrap Up  
**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | Furman, Jon (OST) <jon.furman@dot.gov>                    | Required          |
|                  | Genero, Laura (OST) <Laura.Genero@dot.gov>                | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                    | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                      | Required          |
|                  | Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required          |

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**Thursday, September 13, 2018**

▲ **Time** 9:00 AM – 9:30 AM  
**Subject** Weekly (Non-Career) Staff Meeting  
**Location** ConfRm-HQ-Lincoln Room (OST)  
**Recurrence** Occurs every Thursday effective 9/6/2018 until 9/27/2018 from 9:00 AM to 9:30 AM

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                 | <b>Attendance</b> |
|------------------|------------------------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                     | Organizer         |
|                  | Martinez, Raymond P. (FMCSA)<br><Raymond.Martinez@dot.gov> | Required          |
|                  | Koehlke, Alex <Alex.Koehlke@dot.gov>                       | Required          |
|                  | Riccardo, George (OST) <george.riccardo@dot.gov>           | Required          |



|                                                         |          |
|---------------------------------------------------------|----------|
| Smeda, Elisabeth (AWA) <elisabeth.smeda@faa.gov>        | Required |
| Plans, Barry (OST) <barry.plans@dot.gov>                | Required |
| Etchen, Alex (OST) <alex.etchen@dot.gov>                | Required |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>          | Required |
| Post, Andy (OST) <Andy.Post@dot.gov>                    | Required |
| Dombrowski, Eileen (OST)<br><Eileen.Dombrowski@dot.gov> | Required |
| King, Heidi (NHTSA) <heidi.king@dot.gov>                | Required |
| Graham, Douglas (OST) <douglas.graham@dot.gov>          | Required |
| Kania, Adriana (OST) <adriana.kania@dot.gov>            | Required |
| Curto, Michael (OST) <Michael.Curto@dot.gov>            | Required |
| Elliott, Skip (PHMSA) <howard.elliott@dot.gov>          | Required |
| Hess, Chris (FRA) <christopher.hess@dot.gov>            | Required |
| Wilkinson, James (OST) <james.wilkinson@dot.gov>        | Required |
| Owens, James (OST) <James.Owens@dot.gov>                | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>                | Required |
| Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov>  | Required |
| Bradford, Stephen (OST) <stephen.bradford@dot.gov>      | Required |
| Reynard, Mike (FHWA) <mike.reynard@dot.gov>             | Required |
| Smith, Loren (OST) <Loren.Smith@dot.gov>                | Required |
| Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>        | Required |
| Parker, Mala (FHWA) <mala.parker@dot.gov>               | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                | Required |
| Kuo, Monica (OST) <monica.kuo@dot.gov>                  | Required |

|                                                              |          |
|--------------------------------------------------------------|----------|
| Worthy, Sharon (OST) <sharon.worthy@dot.gov>                 | Required |
| Cipriano, Peter (FRA) <peter.cipriano@dot.gov>               | Required |
| Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>               | Required |
| Furman, Jon (OST) <jon.furman@dot.gov>                       | Required |
| Poole, Sean (FMCSA) <sean.poole@dot.gov>                     | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                       | Required |
| Ray, James (OST) <Jim.Ray@dot.gov>                           | Required |
| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>                 | Required |
| Henry, Tina (OST) <tina.henry@dot.gov>                       | Required |
| Sylvester, Marco (OST) <marco.sylvester@dot.gov>             | Required |
| Smith, Geoff (OST) <geoff.smith@dot.gov>                     | Required |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required |
| Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>         | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                       | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>             | Required |
| Barnard, Brian (NHTSA) <brian.barnard@dot.gov>               | Required |
| Kloster, Andrew (OST) <andrew.kloster@dot.gov>               | Required |
| Bedell, Anthony (OST) <anthony.bedell@dot.gov>               | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                   | Required |
| Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>               | Required |
| Kochman, Benjamin (OST)<br><benjamin.kochman@dot.gov>        | Required |
| Nelson, Keith (OST) <keith.nelson@dot.gov>                   | Required |

|                                                           |          |
|-----------------------------------------------------------|----------|
| Fraser, Bobby (PHMSA) <bobby.fraser@dot.gov>              | Required |
| Deck, Wiley (FMCSA) <wiley.deck@dot.gov>                  | Required |
| Newman, Philip (FTA) <philip.newman@dot.gov>              | Required |
| Edwards, Sara (OST) <sara.edwards@dot.gov>                | Required |
| Cote, Gregory (OST) <gregory.cote@dot.gov>                | Required |
| Mullen, Jim (FMCSA) <jim.mullen@dot.gov>                  | Required |
| Tucker, Deva (OST) <Deva.Tucker@dot.gov>                  | Required |
| Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>        | Required |
| Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>                 | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>            | Required |
| Morgan, Owen (OST) <owen.morgan@dot.gov>                  | Required |
| James, Charles (OST) <charles.james@dot.gov>              | Required |
| Martin, Gregory (OST) <gregory.martin@dot.gov>            | Required |
| Simon, Doug (OST) <doug.simon@dot.gov>                    | Required |
| Minock, Nick (OST) <nickolaus.minock@dot.gov>             | Required |
| Cheap, Casey (OST) <casey.cheap@dot.gov>                  | Required |
| Roberti, Paul (PHMSA) <paul.roberti@dot.gov>              | Required |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>              | Required |
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required |

|                                                           |          |
|-----------------------------------------------------------|----------|
| ConfRm-HQ-Lincoln Room (OST)<br><Lincoln.Room@dot.gov>    | Resource |
| Flowers, Darien <Darien.Flowers@dot.gov>                  | Required |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>                | Required |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>                | Required |
| Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>        | Required |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                    | Required |
| Mitton, Chris (OST) <chris.mitton@dot.gov>                | Required |
| Morrison, Jonathan (NHTSA)<br><Jonathan.Morrison@dot.gov> | Required |
| Morris, Willis (OST) <willis.morris@dot.gov>              | Required |
| Trippe, Charles <AWA> <charles.trippe@faa.gov>            | Required |
| Amereihn, Tina <AWA> <tina.amereihn@faa.gov>              | Required |
| Wang, Tim (OST) <tim.wang@dot.gov>                        | Required |
| Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov>  | Required |
| Chinn, Monica (OST) <monica.chinn@dot.gov>                | Required |
| Baker, Shana (FHWA) <Shana.Baker@dot.gov>                 | Required |
| Morabito, Cameron (OST)<br><cameron.morabito@dot.gov>     | Required |
| Short, David (OST) <david.short@dot.gov>                  | Required |
| Buzby, Mark (MARAD) <mark.buzby@dot.gov>                  | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>              | Required |
| Pearce, Drue (PHMSA) <drue.pearce@dot.gov>                | Required |
| Bonini, Kyle (FMCSA) <kyle.bonini@dot.gov>                | Required |

Barbknecht, McKenzie (OST)  
<mckenzie.barbknecht@dot.gov>

Required

Shaffer, Kirk <kirk.shaffer@faa.gov>

Required

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▲ **Time** 12:00 PM – 1:00 PM  
**Subject** Lunch  
**Categories** Yellow Category

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▲ **Time** 1:30 PM – 2:30 PM  
**Subject** Halloween  
**Location** EEOB 234  
All –

To begin planning Halloween at the White House, please join Cabinet Affairs and the Visitors office on Thursday, September 13 at 1:30 PM. Please RSVP Here: <https://events.whitehouse.gov/?rid=Q8BC36H6V2>

We are requesting a representative from each of the following departments:

Department of Education

Department of Health and Human Services

Department of Interior

Department of Commerce

Department of Transportation

USDA

NASA

Please come prepared with ideas that your department could provide for Halloween. This year, the event will take place on Sunday, October 28. We will discuss planning, logistics, and other details. Thank you and call with any questions.

Ashley D. Mocarski

Senior Director for Cabinet Affairs | Office of Cabinet Affairs

(b) (6) desk | (b) (6) mobile

| Attendees | Name <E-mail>                                                        | Attendance |
|-----------|----------------------------------------------------------------------|------------|
|           | Mocarski, Ashley D. EOP/WHO<br>(b) (6)                               | Organizer  |
|           | sara.broadwater <sara.broadwater@ed.gov>                             | Required   |
|           | Newman, Jessica <Jessica.Newman@ed.gov>                              | Required   |
|           | Paciorek, Sarah <Sarah.Paciorek@ed.gov>                              | Required   |
|           | Pelekoudas, Kristina (HHS/IOS)<br><Kristina.Pelekoudas@hhs.gov>      | Required   |
|           | Hackett, G <elaine_hackett@nps.gov>                                  | Required   |
|           | Lovas, Philip <Philip.Lovas@trade.gov>                               | Required   |
|           | Forest, Haley - OSEC, Washington, DC<br><Haley.Forest@osec.usda.gov> | Required   |
|           | Burr, Geoff (OST) <geoff.burr@dot.gov>                               | Required   |
|           | Ashcraft, Zacch (HQ-NA000) <zacch.ashcraft@nasa.gov>                 | Required   |
|           | Steele, Cindy (HQ-NL000) <cindy.steele-1@nasa.gov>                   | Required   |
|           | Fisher, Daniel L. EOP/WHO<br>(b) (6)                                 | Required   |
|           | Hurtik, Dana H. EOP/WHO<br>(b) (6)                                   | Required   |
|           | Blocker, Cole M. EOP/WHO<br>(b) (6)                                  | Required   |
|           | Connor, Cameron M. EOP/WHO<br>(b) (6)                                | Required   |

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| <b>Time</b>                                | 5:15 PM – 5:45 PM                                                                                                                                                                                                 |               |            |                                            |           |
|--------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|------------|--------------------------------------------|-----------|
| <b>Subject</b>                             | STR Meeting (Budget/Authorization Levels)                                                                                                                                                                         |               |            |                                            |           |
| <b>Location</b>                            | S2 Conference Room                                                                                                                                                                                                |               |            |                                            |           |
| <b>Attendees</b>                           | <table border="1"> <thead> <tr> <th>Name &lt;E-mail&gt;</th> <th>Attendance</th> </tr> </thead> <tbody> <tr> <td>Deputy Scheduler &lt;DeputyScheduler@dot.gov&gt;</td> <td>Organizer</td> </tr> </tbody> </table> | Name <E-mail> | Attendance | Deputy Scheduler <DeputyScheduler@dot.gov> | Organizer |
| Name <E-mail>                              | Attendance                                                                                                                                                                                                        |               |            |                                            |           |
| Deputy Scheduler <DeputyScheduler@dot.gov> | Organizer                                                                                                                                                                                                         |               |            |                                            |           |

|                                                  |          |
|--------------------------------------------------|----------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>           | Required |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>     | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>             | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> | Required |
| Ray, James (OST) <Jim.Ray@dot.gov>               | Required |
| Etchen, Alex (OST) <alex.etchen@dot.gov>         | Required |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>   | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>           | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>         | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>         | Required |
| Flowers, Darien <Darien.Flowers@dot.gov>         | Required |

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▲ **Time** 6:00 PM – 6:30 PM  
**Subject** Wrap Up  
**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
|                  | Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                    | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                      | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>                  | Required          |

Hanson, Alan (OST) <Alan.Hanson@dot.gov> Required  
Genero, Laura (OST) <Laura.Genero@dot.gov> Required

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**Friday, September 14, 2018**

▲ **Time** 7:50 AM – 8:50 AM  
**Subject** (b) (6)

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▲ **Time** 9:30 AM – 10:00 AM  
**Subject** Canceled: Schedule Review  
**Location** COS Office  
**Recurrence** Occurs every Friday effective 9/7/2018 until 9/28/2018 from 9:30 AM to 10:00 AM  
**Importance** High  
**Attendees**

| Name <E-mail>                              | Attendance |
|--------------------------------------------|------------|
| Edwards, Sara (OST) <sara.edwards@dot.gov> | Organizer  |
| Burr, Geoff (OST) <geoff.burr@dot.gov>     | Required   |

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▲ **Time** 12:00 PM – 1:00 PM  
**Subject** Lunch at the EDR  
**Location** Executive Dining Room  
Join us for lunch at the EDR this Friday.  
**Attendees**

| Name <E-mail>                              | Attendance |
|--------------------------------------------|------------|
| Fulton, Finch (OST) <Finch.Fulton@dot.gov> | Organizer  |
| DOT-Political-Appointees<br>(b) (6)        | Required   |
| Henry, Tina (OST) <tina.henry@dot.gov>     | Required   |

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▲ **Time** 1:15 PM – 1:45 PM  
**Subject** Hurricane Florence/Grant Issue  
**Location** Geoff will call Matt - (b) (6)  
**Attendees**

| Name <E-mail>                               | Attendance |
|---------------------------------------------|------------|
| Bell, Michael (OST) <michael.bell1@dot.gov> | Organizer  |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>  | Required   |

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▲ **Time** 1:30 PM – 2:00 PM  
**Subject** FACA - Human Trafficking  
**Location** S2 Conference Room  
**Attendees**

| Name <E-mail> | Attendance |
|---------------|------------|
|---------------|------------|



|                                                                         |           |
|-------------------------------------------------------------------------|-----------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                                  | Organizer |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                                | Required  |
| Morris, Willis (OST) (willis.morris@dot.gov)<br><willis.morris@dot.gov> | Required  |
| Simon, Doug (OST) <doug.simon@dot.gov>                                  | Required  |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>                          | Required  |
| Inman, Todd (OST) <todd.inman@dot.gov>                                  | Required  |
| Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>                          | Required  |
| Smith, Loren (OST) <Loren.Smith@dot.gov>                                | Required  |
| Morris, Willis (OST) (willis.morris@dot.gov)<br><willis.morris@dot.gov> | Required  |

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▲ **Time** 3:00 PM – 4:00 PM  
**Subject** Sheila Greenwood

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▲ **Time** 5:30 PM – 6:00 PM  
**Subject** Wrap Up  
**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
|                  | Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                    | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                      | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>                  | Required          |

Hanson, Alan (OST) <Alan.Hanson@dot.gov> Required  
Genero, Laura (OST) <Laura.Genero@dot.gov> Required

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**Sunday, September 16, 2018**

▲ **Time** All Day  
**Subject** Derek/Travel - South Africa

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**Monday, September 17, 2018**

▲ **Time** 10:15 AM – 10:45 AM  
**Subject** Social Media  
**Location** Geoff will call Marianne  
**Attendees**

| Name <E-mail>                                          | Attendance |
|--------------------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                 | Organizer  |
| McInerney, Marianne (OST) <marianne.mcinerney@dot.gov> | Required   |

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▲ **Time** 3:00 PM – 3:30 PM  
**Subject** Update meeting  
**Location** DOT - Lincoln Conference Room 1200 New Jersey Ave SE, Washington, DC 20590  
When you arrive in the lobby check-in with security and Rita Bibbs-Daniels will come to escort you.

POC: Rita Bibbs-Daniels 202-366-9751

| Name <E-mail>                                       | Attendance |
|-----------------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>              | Organizer  |
| Ham, Holly <Holly.Ham@ed.gov>                       | Required   |
| Simon, Doug (OST) <doug.simon@dot.gov>              | Required   |
| Kuo, Monica (OST) <monica.kuo@dot.gov>              | Required   |
| ConfRm-HQ-Lincoln Room (OST) <Lincoln.Room@dot.gov> | Resource   |
| Ham, Holly <Holly.Ham@ed.gov>                       | Required   |

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▲ **Time** 4:00 PM – 4:30 PM  
**Subject** Follow-up International Trips for S1 and updated Travel Guidelines  
**Location** DOT Building - 9th Floor, Lincoln Conference Room (W90-302)

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                      | <b>Attendance</b> |
|------------------|-----------------------------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                          | Organizer         |
|                  | Short, David (OST) <david.short@dot.gov>                        | Required          |
|                  | Burch-Crossley, Deborah (OST)<br><Deborah.Burchcrossle@dot.gov> | Required          |
|                  | Abraham, Julie (OST) <Julie.Abraham@dot.gov>                    | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                          | Required          |
|                  | Szabat, Joel (OST) <Joel.Szabat@dot.gov>                        | Optional          |
|                  | ConfRm-HQ-Lincoln Room (OST)<br><Lincoln.Room@dot.gov>          | Resource          |
|                  | Shaffer-Hardy, Remayl (OST) <remayl.shaffer-hardy@dot.gov>      | Optional          |

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▲ **Time** 4:30 PM – 5:00 PM  
**Subject** AV 3.0 Rollout  
**Location** Geoff's office

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Organizer         |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Fulton, Finch (OST) <Finch.Fulton@dot.gov>                | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |

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**Tuesday, September 18, 2018**

▲ **Time** 9:30 AM – 10:30 AM  
**Subject** DOT/WH

(b) (5)



(b) (5)

**Categories** Green Category, Yellow Category

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▲ **Time** 11:30 AM – 12:15 PM  
**Subject** WH/DOT  
**Categories** Green Category

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▲ **Time** 2:00 PM – 2:30 PM  
**Subject** PREP: AV 3.0 Roll Out Meeting  
**Location** S2 Conference Room  
Adam/Sean: Only one of you need to attend.

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                                                | <b>Attendance</b> |
|------------------|-------------------------------------------------------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                                                    | Organizer         |
|                  | Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>                                            | Required          |
|                  | McInerney, Marianne (OST)<br>(marianne.mcinerney@dot.gov)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Fulton, Finch (OST) <Finch.Fulton@dot.gov>                                                | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>                                              | Required          |
|                  | McMaster, Sean (OST) <sean.mcmaster@dot.gov>                                              | Required          |

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▲ **Time** 3:00 PM – 3:30 PM  
**Subject** Pre-brief Department's 120 day outlook through the end of the calendar year  
**Location** Geoff's Office

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Organizer         |
|                  | Edwards, Sara (OST) <sara.edwards@dot.gov>                | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |

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▲ **Time** 6:30 PM – 7:30 PM  
**Subject** (b) (6)

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### Wednesday, September 19, 2018

▲ **Time** 9:30 AM – 10:00 AM  
**Subject** FOIA  
**Location** S2 Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Organizer         |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                    | Required          |
|                  | Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required          |
|                  | Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>            | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |

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| <b>Time</b>      | 11:00 AM – 11:45 AM                              |                   |
|------------------|--------------------------------------------------|-------------------|
| <b>Subject</b>   | 2019 Priorities (Blue Chart)                     |                   |
| <b>Location</b>  | S2 Conference Room                               |                   |
| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                       | <b>Attendance</b> |
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>       | Organizer         |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>     | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>         | Required          |
|                  | Fulton, Finch (OST) <Finch.Fulton@dot.gov>       | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>           | Required          |
|                  | Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>   | Required          |
|                  | McMaster, Sean (OST) <sean.mcmaster@dot.gov>     | Required          |
|                  | Owens, James (OST) <James.Owens@dot.gov>         | Required          |

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| <b>Time</b>      | 5:00 PM – 5:30 PM                                                   |                   |
|------------------|---------------------------------------------------------------------|-------------------|
| <b>Subject</b>   | Bus & Bus Facilities Infrastructure Investment Grant Awards Meeting |                   |
| <b>Location</b>  | S2 Conference Room                                                  |                   |
|                  | Adam/Sean: only one of you need to attend                           |                   |
| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                          | <b>Attendance</b> |
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                          | Organizer         |

|                                                |          |
|------------------------------------------------|----------|
| Williams, Jane (FTA) <k.jane.williams@dot.gov> | Required |
| Newman, Philip (FTA) <philip.newman@dot.gov>   | Required |
| Robinson, Bruce (FTA) <Bruce.Robinson@dot.gov> | Required |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov> | Required |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>   | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>   | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>       | Required |
| Burr, Geoff (OST) <geoff.burr@dot.gov>         | Required |
| Etchen, Alex (OST) <alex.etchen@dot.gov>       | Required |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>         | Required |

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**Thursday, September 20, 2018**



**Time** 8:30 AM – 9:00 AM

**Subject** Senior Staff Meeting

**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
|                  | Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                    | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                      | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>                  | Required          |
|                  | Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required          |

Genero, Laura (OST) <Laura.Genero@dot.gov> Required

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|                   |                                                                                  |                   |
|-------------------|----------------------------------------------------------------------------------|-------------------|
| <b>Time</b>       | 9:00 AM – 9:30 AM                                                                |                   |
| <b>Subject</b>    | Weekly (Non-Career) Staff Meeting                                                |                   |
| <b>Location</b>   | ConfRm-HQ-Lincoln Room (OST)                                                     |                   |
| <b>Recurrence</b> | Occurs every Thursday effective 9/6/2018 until 9/27/2018 from 9:00 AM to 9:30 AM |                   |
| <b>Attendees</b>  | <b>Name &lt;E-mail&gt;</b>                                                       | <b>Attendance</b> |
|                   | Burr, Geoff (OST) <geoff.burr@dot.gov>                                           | Organizer         |
|                   | Martinez, Raymond P. (FMCSA) <Raymond.Martinez@dot.gov>                          | Required          |
|                   | Koehlke, Alex <Alex.Koehlke@dot.gov>                                             | Required          |
|                   | Riccardo, George (OST) <george.riccardo@dot.gov>                                 | Required          |
|                   | Smeda, Elisabeth <AWA> <elisabeth.smeda@faa.gov>                                 | Required          |
|                   | Plans, Barry (OST) <barry.plans@dot.gov>                                         | Required          |
|                   | Etchen, Alex (OST) <alex.etchen@dot.gov>                                         | Required          |
|                   | Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>                                   | Required          |
|                   | Post, Andy (OST) <Andy.Post@dot.gov>                                             | Required          |
|                   | Dombrowski, Eileen (OST) <Eileen.Dombrowski@dot.gov>                             | Required          |
|                   | King, Heidi (NHTSA) <heidi.king@dot.gov>                                         | Required          |
|                   | Graham, Douglas (OST) <douglas.graham@dot.gov>                                   | Required          |
|                   | Kania, Adriana (OST) <adriana.kania@dot.gov>                                     | Required          |
|                   | Curto, Michael (OST) <Michael.Curto@dot.gov>                                     | Required          |
|                   | Elliott, Skip (PHMSA) <howard.elliott@dot.gov>                                   | Required          |
|                   | Hess, Chris (FRA) <christopher.hess@dot.gov>                                     | Required          |
|                   | Wilkinson, James (OST) <james.wilkinson@dot.gov>                                 | Required          |
|                   | Owens, James (OST) <James.Owens@dot.gov>                                         | Required          |

|                                                              |          |
|--------------------------------------------------------------|----------|
| Kramer, John (OST) <John.Kramer@dot.gov>                     | Required |
| Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov>       | Required |
| Bradford, Stephen (OST) <stephen.bradford@dot.gov>           | Required |
| Reynard, Mike (FHWA) <mike.reynard@dot.gov>                  | Required |
| Smith, Loren (OST) <Loren.Smith@dot.gov>                     | Required |
| Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>             | Required |
| Parker, Mala (FHWA) <mala.parker@dot.gov>                    | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                     | Required |
| Kuo, Monica (OST) <monica.kuo@dot.gov>                       | Required |
| Worthy, Sharon (OST) <sharon.worthy@dot.gov>                 | Required |
| Cipriano, Peter (FRA) <peter.cipriano@dot.gov>               | Required |
| Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>               | Required |
| Furman, Jon (OST) <jon.furman@dot.gov>                       | Required |
| Poole, Sean (FMCSA) <sean.poole@dot.gov>                     | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                       | Required |
| Ray, James (OST) <Jim.Ray@dot.gov>                           | Required |
| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>                 | Required |
| Henry, Tina (OST) <tina.henry@dot.gov>                       | Required |
| Sylvester, Marco (OST) <marco.sylvester@dot.gov>             | Required |
| Smith, Geoff (OST) <geoff.smith@dot.gov>                     | Required |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required |
| Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>         | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                       | Required |



|                                                       |          |
|-------------------------------------------------------|----------|
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>      | Required |
| Barnard, Brian (NHTSA) <brian.barnard@dot.gov>        | Required |
| Kloster, Andrew (OST) <andrew.kloster@dot.gov>        | Required |
| Bedell, Anthony (OST) <anthony.bedell@dot.gov>        | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>            | Required |
| Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>        | Required |
| Kochman, Benjamin (OST)<br><benjamin.kochman@dot.gov> | Required |
| Nelson, Keith (OST) <keith.nelson@dot.gov>            | Required |
| Fraser, Bobby (PHMSA) <bobby.fraser@dot.gov>          | Required |
| Deck, Wiley (FMCSA) <wiley.deck@dot.gov>              | Required |
| Newman, Philip (FTA) <philip.newman@dot.gov>          | Required |
| Edwards, Sara (OST) <sara.edwards@dot.gov>            | Required |
| Cote, Gregory (OST) <gregory.cote@dot.gov>            | Required |
| Mullen, Jim (FMCSA) <jim.mullen@dot.gov>              | Required |
| Tucker, Deva (OST) <Deva.Tucker@dot.gov>              | Required |
| Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>    | Required |
| Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>             | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>        | Required |
| Morgan, Owen (OST) <owen.morgan@dot.gov>              | Required |
| James, Charles (OST) <charles.james@dot.gov>          | Required |
| Martin, Gregory (OST) <gregory.martin@dot.gov>        | Required |
| Simon, Doug (OST) <doug.simon@dot.gov>                | Required |
| Minock, Nick (OST) <nickolaus.minock@dot.gov>         | Required |

|                                                           |          |
|-----------------------------------------------------------|----------|
| Cheap, Casey (OST) <casey.cheap@dot.gov>                  | Required |
| Roberti, Paul (PHMSA) <paul.roberti@dot.gov>              | Required |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>              | Required |
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required |
| ConfRm-HQ-Lincoln Room (OST)<br><Lincoln.Room@dot.gov>    | Resource |
| Flowers, Darien <Darien.Flowers@dot.gov>                  | Required |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>                | Required |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>                | Required |
| Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>        | Required |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                    | Required |
| Mitton, Chris (OST) <chris.mitton@dot.gov>                | Required |
| Morrison, Jonathan (NHTSA)<br><Jonathan.Morrison@dot.gov> | Required |
| Morris, Willis (OST) <willis.morris@dot.gov>              | Required |
| Trippe, Charles <AWA> <charles.trippe@faa.gov>            | Required |
| Amereihn, Tina <AWA> <tina.amereihn@faa.gov>              | Required |
| Wang, Tim (OST) <tim.wang@dot.gov>                        | Required |
| Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov>  | Required |
| Chinn, Monica (OST) <monica.chinn@dot.gov>                | Required |

|                                                             |          |
|-------------------------------------------------------------|----------|
| Baker, Shana (FHWA) <Shana.Baker@dot.gov>                   | Required |
| Morabito, Cameron (OST)<br><cameron.morabito@dot.gov>       | Required |
| Short, David (OST) <david.short@dot.gov>                    | Required |
| Buzby, Mark (MARAD) <mark.buzby@dot.gov>                    | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>                | Required |
| Pearce, Drue (PHMSA) <drue.pearce@dot.gov>                  | Required |
| Bonini, Kyle (FMCSA) <kyle.bonini@dot.gov>                  | Required |
| Barbknecht, McKenzie (OST)<br><mckenzie.barbknecht@dot.gov> | Required |
| Shaffer, Kirk <kirk.shaffer@faa.gov>                        | Required |

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▲ **Time** 9:00 AM – 9:30 AM

**Subject** Weekly (Non-Career) Staff Meeting

**Location** Lincoln Room

**Attendees**

| <b>Name &lt;E-mail&gt;</b>                     | <b>Attendance</b> |
|------------------------------------------------|-------------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>         | Organizer         |
| Baker, Shana (FHWA) <Shana.Baker@dot.gov>      | Required          |
| Burthey, Grover (OST) <grover.burthey@dot.gov> | Required          |
| Buzby, Mark (MARAD) <mark.buzby@dot.gov>       | Required          |
| Chinn, Monica (OST) <monica.chinn@dot.gov>     | Required          |
| Cipriano, Peter (FRA) <peter.cipriano@dot.gov> | Required          |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>     | Required          |
| Furman, Jon (OST) <jon.furman@dot.gov>         | Required          |
| Genero, Laura (OST) <Laura.Genero@dot.gov>     | Required          |
| Graham, Douglas (OST) <douglas.graham@dot.gov> | Required          |

|                                                              |          |
|--------------------------------------------------------------|----------|
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required |
| Hess, Chris (FRA) <christopher.hess@dot.gov>                 | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>             | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                       | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                         | Required |
| King, Heidi (NHTSA) <heidi.king@dot.gov>                     | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                     | Required |
| Kania, Adriana (OST) <adriana.kania@dot.gov>                 | Required |
| Morrison, Jonathan (NHTSA)<br><Jonathan.Morrison@dot.gov>    | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov>    | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>                 | Required |
| Moore, Allison (FRA) <A.Moore@dot.gov>                       | Required |
| Morgan, Owen (OST) <owen.morgan@dot.gov>                     | Required |
| Morris, Willis (OST) <willis.morris@dot.gov>                 | Required |
| Nelson, Keith (OST) <keith.nelson@dot.gov>                   | Required |
| Owens, James (OST) <James.Owens@dot.gov>                     | Required |
| Parker, Mala (FHWA) <mala.parker@dot.gov>                    | Required |
| Reyes, Juan D. III (FRA) <j.reyes@dot.gov>                   | Required |
| Elliott, Skip (PHMSA) <howard.elliott@dot.gov>               | Required |
| Smith, Loren (OST) <Loren.Smith@dot.gov>                     | Required |
| Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>         | Required |
| Tucker, Deva (OST) <Deva.Tucker@dot.gov>                     | Required |

|                                                          |          |
|----------------------------------------------------------|----------|
| Wilkinson, James (OST) <james.wilkinson@dot.gov>         | Required |
| Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>           | Required |
| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>             | Required |
| Deputy Scheduler <DeputyScheduler@dot.gov>               | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>           | Required |
| Barnard, Brian (NHTSA) <brian.barnard@dot.gov>           | Required |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>             | Required |
| Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov> | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>                 | Required |
| Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>                | Required |
| Hildebrand, Vicki (OST) <victoria.hildebrand@dot.gov>    | Required |
| Simon, Doug (OST) <doug.simon@dot.gov>                   | Required |
| Bedell, Anthony (OST) <anthony.bedell@dot.gov>           | Required |
| Deck, Wiley (FMCSA) <wiley.deck@dot.gov>                 | Required |
| Fraser, Bobby (OST) <bobby.fraser@dot.gov>               | Required |
| James, Charles (OST) <charles.james@dot.gov>             | Required |
| Kloster, Andrew (OST) <andrew.kloster@dot.gov>           | Required |
| Kuo, Monica (OST) <monica.kuo@dot.gov>                   | Required |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>           | Required |
| Newman, Philip (FTA) <philip.newman@dot.gov>             | Required |
| Poole, Sean (FMCSA) <sean.poole@dot.gov>                 | Required |
| Post, Andy (OST) <Andy.Post@dot.gov>                     | Required |
| Ray, James (OST) <Jim.Ray@dot.gov>                       | Required |

|                                                            |          |
|------------------------------------------------------------|----------|
| Smeda, Elisabeth <AWA> <elisabeth.smeda@faa.gov>           | Required |
| Smith, Geoff (OST) <geoff.smith@dot.gov>                   | Required |
| Trippe, Charles <AWA> <charles.trippe@faa.gov>             | Required |
| Worthy, Sharon (FMCSA) <sharon.worthy@dot.gov>             | Required |
| Martin, Gregory (OST) <gregory.martin@dot.gov>             | Required |
| Mitton, Chris (OST) <chris.mitton@dot.gov>                 | Required |
| Martinez, Raymond P. (FMCSA)<br><Raymond.Martinez@dot.gov> | Required |
| Edwards, Sara (OST) <sara.edwards@dot.gov>                 | Required |
| Roberti, Paul (PHMSA) <paul.roberti@dot.gov>               | Required |
| Cheap, Casey (OST) <casey.cheap@dot.gov>                   | Required |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                     | Required |
| Curto, Michael (OST) <Michael.Curto@dot.gov>               | Required |
| Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov>     | Required |
| Reynard, Mike (FHWA) <mike.reynard@dot.gov>                | Required |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>                 | Required |
| Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>           | Required |
| Mullen, Jim (FMCSA) <jim.mullen@dot.gov>                   | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                     | Required |
| Sylvester, Marco (OST) <marco.sylvester@dot.gov>           | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                   | Required |
| Short, David (OST) <david.short@dot.gov>                   | Required |
| Koehlke, Alex <Alex.Koehlke@dot.gov>                       | Required |
| Wang, Tim (OST) <tim.wang@dot.gov>                         | Required |

Plans, Barry (OST) <barry.plans@dot.gov> Required

Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov> Required

Bradford, Stephen (OST) <stephen.bradford@dot.gov> Required

Henry, Tina (OST) <tina.henry@dot.gov> Required

Balzano, Richard (MARAD) <Richard.Balzano@dot.gov> Required

Etchen, Alex (OST) <alex.etchen@dot.gov> Required

Riccardo, George (OST) <george.riccardo@dot.gov> Required

Flowers, Darien <Darien.Flowers@dot.gov> Required

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▲ **Time** 11:30 AM – 12:00 PM  
**Subject** Tina Amereihn  
**Location** Geoff will call Tina  
**Attendees**

| <b>Name &lt;E-mail&gt;</b>                   | <b>Attendance</b> |
|----------------------------------------------|-------------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>       | Organizer         |
| Amereihn, Tina <AWA> <tina.amereihn@faa.gov> | Required          |

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▲ **Time** 1:30 PM – 2:00 PM  
**Subject** Ballast Research Survey call--10 mins

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▲ **Time** 2:00 PM – 2:30 PM  
**Subject** DOT/WH  
**Categories** Green Category  
**Attendees**

| <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|-----------------------------------------------------------|-------------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Organizer         |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required          |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
| Owens, James (OST) <James.Owens@dot.gov>                  | Required          |

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▲ **Time** 2:30 PM – 3:00 PM  
**Subject** DOT 120 Day Outlook Meeting  
**Location** Cabinet Affairs, EEOB 126  
**Attendees**

| <b>Name &lt;E-mail&gt;</b> | <b>Attendance</b> |
|----------------------------|-------------------|
|----------------------------|-------------------|

McBride, Emily J. EOP/WHO (b) (6) Organizer

Burr, Geoff (OST) <geoff.burr@dot.gov> Required

Bibbs-Daniels, Rita (OST) <Rita.Bibbs-Daniels@dot.gov> Required

McInerney, Marianne (OST) <marianne.mcinerney@dot.gov> Required

▲ **Time** 3:00 PM – 3:30 PM

**Subject** WH/DOT

**Categories** Green Category

**Attendees**

| <b>Name &lt;E-mail&gt;</b>                             | <b>Attendance</b> |
|--------------------------------------------------------|-------------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                 | Organizer         |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>               | Required          |
| McInerney, Marianne (OST) <marianne.mcinerney@dot.gov> | Required          |
| Owens, James (OST) <James.Owens@dot.gov>               | Required          |

▲ **Time** 4:00 PM – 4:30 PM

**Subject** FACA Meeting

**Location** S2 Conference Room  
Aviation Consumer Protection Advisory Committee (ACPAC)

S10-180801-050 - TIME SENSITIVE: Request for Approval of the Appointment of New Members to the Aviation Consumer Protection Advisory Committee (ACPAC) (Charter Expires on December 28, 2018)

S10-180906-013 - Request for Approval of the Charter to Establish the National In-Flight Sexual Assault Task Force – A Subcommittee of the Aviation Consumer Protection Advisory Committee (ACPAC)

STATUS:

S10-180801-050 - (b) (5)

S10-180906-013 – (b) (5)

DEADLINE:

S10-180801-050 - A report to congress, notifying them of its creation, is due 9/19/18. Committee’s membership is vacant and their charter



expires on 12/28/18. ACPAC is creating a subcommittee on sexual assault that will fulfill a statutory requirement.

S10-180906-013 – No Deadline

Advisory Committee on Human Trafficking and Transportation (ACHTT)

S10-180801-044 - TIME SENSITIVE: Request for the Approval of a Charter to Establish the National Advisory Committee on Human Trafficking and Transportation (Advisory Committee Needs to be Established by October 3, 2018)

STATUS:

(b) (5)

S10-180801-044 – (b) (5)

DEADLINE:

S10-180801-044 – By statute, the committee must be created, and have membership appointed by 10/3/18.

National Advisory Committee on Travel and Tourism Infrastructure (NACTTI)

S10-180906-007 - TIME SENSITIVE: Request for the Approval of a New Member (Steve Hill) for Appointment to the National Advisory Committee on Travel and Tourism Infrastructure (NACTTI) (NACTTI Expects to meet in October)

S10-180918-027 – TIME SENSITIVE: Request for the Approval of the Publication of Federal Register Notices Announcing Meetings of the National Advisory Committee on Travel and Tourism Infrastructure (NACTTI) (Needs to be Published Before Proposed Meetings on October 24, 2018 and December 4 and 5, 2018)

STATUS:

S10-180906-007 - (b) (5)

S10-180918-027 (b) (5)

DEADLINE:

S10-180906-007 - Should be approved by 10/10/18 to allow for enough time for the member to attend a 10/24/18 meeting.

S10-180918-027 – Should be approved by 10/3/18 to allow time for filing the FRN by 2 PM on 10/4/18.

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                     | <b>Attendance</b> |
|------------------|------------------------------------------------|-------------------|
|                  | Simon, Doug (OST) <doug.simon@dot.gov>         | Organizer         |
|                  | Hanson, Alan (OST) <Alan.Hanson@dot.gov>       | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>         | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>         | Required          |
|                  | Lund, Caryn M (OST) <caryn.moore.lund@dot.gov> | Required          |
|                  | Smith, Loren (OST) <Loren.Smith@dot.gov>       | Required          |
|                  | Morris, Willis (OST) <willis.morris@dot.gov>   | Required          |
|                  | Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov> | Required          |

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|  | <b>Time</b> 6:00 PM – 6:30 PM                             |                   |
|-------------------------------------------------------------------------------------|-----------------------------------------------------------|-------------------|
|                                                                                     | <b>Subject</b> Wrap Up                                    |                   |
|                                                                                     | <b>Location</b> Secretary's Conference Room               |                   |
| <b>Attendees</b>                                                                    | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|                                                                                     | Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
|                                                                                     | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
|                                                                                     | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                                                                                     | Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |
|                                                                                     | Inman, Todd (OST) <todd.inman@dot.gov>                    | Required          |
|                                                                                     | Genero, Laura (OST) <Laura.Genero@dot.gov>                | Required          |
|                                                                                     | Furman, Jon (OST) <jon.furman@dot.gov>                    | Required          |
|                                                                                     | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required          |
|                                                                                     | Kan, Derek (OST) <derek.kan@dot.gov>                      | Required          |

Kramer, John (OST) <John.Kramer@dot.gov> Required  
Hanson, Alan (OST) <Alan.Hanson@dot.gov> Required

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**Friday, September 21, 2018**

▲ **Time** 8:30 AM – 9:00 AM  
**Subject** Senior Staff Meeting  
**Location** Secretary's Conference Room  
**Attendees**

| Name <E-mail>                                          | Attendance |
|--------------------------------------------------------|------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>             | Organizer  |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>               | Required   |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                 | Required   |
| McInerney, Marianne (OST) <marianne.mcinerney@dot.gov> | Required   |
| Inman, Todd (OST) <todd.inman@dot.gov>                 | Required   |
| Kan, Derek (OST) <derek.kan@dot.gov>                   | Required   |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>       | Required   |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>           | Required   |
| Kramer, John (OST) <John.Kramer@dot.gov>               | Required   |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>               | Required   |
| Genero, Laura (OST) <Laura.Genero@dot.gov>             | Required   |

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▲ **Time** 9:30 AM – 10:00 AM  
**Subject** Canceled: Schedule Review  
**Location** COS Office  
**Recurrence** Occurs every Friday effective 9/7/2018 until 9/28/2018 from 9:30 AM to 10:00 AM  
**Importance** High  
**Attendees**

| Name <E-mail>                              | Attendance |
|--------------------------------------------|------------|
| Edwards, Sara (OST) <sara.edwards@dot.gov> | Organizer  |
| Burr, Geoff (OST) <geoff.burr@dot.gov>     | Required   |

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▲ **Time** 11:00 AM – 11:15 AM

**Subject** Matt Well

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▲ **Time** 3:45 PM – 4:30 PM  
**Subject** Scheduling  
**Location** Secretary's Conference Room  
Staff: G Burr/A Hanson/T Inman/M McInerney/L Genero/A Sullivan/M Kuo/S Edwards/T Henry/J Furman

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | SecretaryScheduler (OST)<br><SecretaryScheduler@dot.gov>  | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | Kuo, Monica (OST) <monica.kuo@dot.gov>                    | Required          |
|                  | Henry, Tina (OST) <tina.henry@dot.gov>                    | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                    | Required          |
|                  | Genero, Laura (OST) <Laura.Genero@dot.gov>                | Required          |
|                  | Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required          |
|                  | Furman, Jon (OST) <jon.furman@dot.gov>                    | Required          |
|                  | Edwards, Sara (OST) <sara.edwards@dot.gov>                | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |

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### Monday, September 24, 2018

▲ **Time** All Day  
**Subject** Derek/Travel - Detroit

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▲ **Time** All Day  
**Subject** (b) (6)

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▲ **Time** 8:30 AM – 9:00 AM  
**Subject** Senior Staff  
**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                 | <b>Attendance</b> |
|------------------|--------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov> | Organizer         |

|                                                           |          |
|-----------------------------------------------------------|----------|
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                    | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>                  | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                | Required |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>                | Required |

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▲ **Time** 2:00 PM – 2:30 PM

**Subject** STR Meeting (Transit Options)

**Location** S2 Conference Room

**Attendees**

| <b>Name &lt;E-mail&gt;</b>                       | <b>Attendance</b> |
|--------------------------------------------------|-------------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>       | Organizer         |
| Burr, Geoff (OST) <geoff.burr@dot.gov>           | Required          |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>     | Required          |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> | Required          |
| Ray, James (OST) <Jim.Ray@dot.gov>               | Required          |
| Etchen, Alex (OST) <alex.etchen@dot.gov>         | Required          |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>   | Required          |
| Kramer, John (OST) <John.Kramer@dot.gov>         | Required          |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>         | Required          |
| Flowers, Darien <Darien.Flowers@dot.gov>         | Required          |

Owens, James (OST) <James.Owens@dot.gov>

Required

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**Tuesday, September 25, 2018**

▲ **Time** 10:00 AM – 10:30 AM  
**Subject** DOT/WH  
**Recurrence** Occurs every Tuesday effective 9/4/2018 until 9/25/2018 from 10:00 AM to 10:30 AM  
**Categories** Green Category, Yellow Category

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▲ **Time** 11:30 AM – 12:00 PM  
**Subject** WH/DOT  
**Recurrence** Occurs every Tuesday effective 9/4/2018 until 9/25/2018 from 11:30 AM to 12:00 PM  
**Categories** Green Category

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**Wednesday, September 26, 2018**

▲ **Time** 11:00 AM – 11:30 AM  
**Subject** Call w/ Candi and Geoff Burr re TX Central  
**Location** Candi will call Georff at (b) (6)  
11:00 is fine. She can call (b) (6)

**Attendees**

| Name <E-mail>                                          | Attendance |
|--------------------------------------------------------|------------|
| Wolff, Candi [GPA] (b) (6)                             | Organizer  |
| Bibbs-Daniels, Rita (OST) <Rita.Bibbs-Daniels@dot.gov> | Required   |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                 | Required   |

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▲ **Time** 2:10 PM – 2:20 PM  
**Subject** FOIA Updates  
**Location** Geoffs' office

**Attendees**

| Name <E-mail>                          | Attendance |
|----------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov> | Organizer  |
| Ray, Kathy (OST) <Kathy.Ray@dot.gov>   | Required   |

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▲ **Time** 4:30 PM – 5:00 PM  
**Subject** Call McGinley

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▲ **Time** 5:00 PM – 5:30 PM  
**Subject** Human Traffic FACA Meeting  
**Location** S2 Conference Room  
Hopefully final meeting before announcement of charter and roster (10/3/2018).

Doug

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                     | <b>Attendance</b> |
|------------------|------------------------------------------------|-------------------|
|                  | Simon, Doug (OST) <doug.simon@dot.gov>         | Organizer         |
|                  | Smith, Loren (OST) <Loren.Smith@dot.gov>       | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>         | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>         | Required          |
|                  | Lund, Caryn M (OST) <caryn.moore.lund@dot.gov> | Required          |
|                  | Morris, Willis (OST) <willis.morris@dot.gov>   | Required          |
|                  | Hanson, Alan (OST) <Alan.Hanson@dot.gov>       | Required          |
|                  | Wang, Tim (OST) <tim.wang@dot.gov>             | Required          |

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**Thursday, September 27, 2018**



**Time** 9:00 AM – 9:30 AM

**Subject** Weekly (Non-Career) Staff Meeting

**Location** ConfRm-HQ-Lincoln Room (OST)

**Recurrence** Occurs every Thursday effective 9/6/2018 until 9/27/2018 from 9:00 AM to 9:30 AM

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                 | <b>Attendance</b> |
|------------------|------------------------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                     | Organizer         |
|                  | Martinez, Raymond P. (FMCSA)<br><Raymond.Martinez@dot.gov> | Required          |
|                  | Koehlke, Alex <Alex.Koehlke@dot.gov>                       | Required          |
|                  | Riccardo, George (OST) <george.riccardo@dot.gov>           | Required          |
|                  | Smeda, Elisabeth <AWA> <elisabeth.smeda@faa.gov>           | Required          |
|                  | Plans, Barry (OST) <barry.plans@dot.gov>                   | Required          |
|                  | Etchen, Alex (OST) <alex.etchen@dot.gov>                   | Required          |
|                  | Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>             | Required          |
|                  | Post, Andy (OST) <Andy.Post@dot.gov>                       | Required          |
|                  | Dombrowski, Eileen (OST)<br><Eileen.Dombrowski@dot.gov>    | Required          |

|                                                        |          |
|--------------------------------------------------------|----------|
| King, Heidi (NHTSA) <heidi.king@dot.gov>               | Required |
| Graham, Douglas (OST) <douglas.graham@dot.gov>         | Required |
| Kania, Adriana (OST) <adriana.kania@dot.gov>           | Required |
| Curto, Michael (OST) <Michael.Curto@dot.gov>           | Required |
| Elliott, Skip (PHMSA) <howard.elliott@dot.gov>         | Required |
| Hess, Chris (FRA) <christopher.hess@dot.gov>           | Required |
| Wilkinson, James (OST) <james.wilkinson@dot.gov>       | Required |
| Owens, James (OST) <James.Owens@dot.gov>               | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>               | Required |
| Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov> | Required |
| Bradford, Stephen (OST) <stephen.bradford@dot.gov>     | Required |
| Reynard, Mike (FHWA) <mike.reynard@dot.gov>            | Required |
| Smith, Loren (OST) <Loren.Smith@dot.gov>               | Required |
| Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>       | Required |
| Parker, Mala (FHWA) <mala.parker@dot.gov>              | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>               | Required |
| Kuo, Monica (OST) <monica.kuo@dot.gov>                 | Required |
| Worthy, Sharon (OST) <sharon.worthy@dot.gov>           | Required |
| Cipriano, Peter (FRA) <peter.cipriano@dot.gov>         | Required |
| Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>         | Required |
| Furman, Jon (OST) <jon.furman@dot.gov>                 | Required |
| Poole, Sean (FMCSA) <sean.poole@dot.gov>               | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                 | Required |



|                                                              |          |
|--------------------------------------------------------------|----------|
| Ray, James (OST) <Jim.Ray@dot.gov>                           | Required |
| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>                 | Required |
| Henry, Tina (OST) <tina.henry@dot.gov>                       | Required |
| Sylvester, Marco (OST) <marco.sylvester@dot.gov>             | Required |
| Smith, Geoff (OST) <geoff.smith@dot.gov>                     | Required |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required |
| Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>         | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                       | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>             | Required |
| Barnard, Brian (NHTSA) <brian.barnard@dot.gov>               | Required |
| Kloster, Andrew (OST) <andrew.kloster@dot.gov>               | Required |
| Bedell, Anthony (OST) <anthony.bedell@dot.gov>               | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                   | Required |
| Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>               | Required |
| Kochman, Benjamin (OST)<br><benjamin.kochman@dot.gov>        | Required |
| Nelson, Keith (OST) <keith.nelson@dot.gov>                   | Required |
| Fraser, Bobby (PHMSA) <bobby.fraser@dot.gov>                 | Required |
| Deck, Wiley (FMCSA) <wiley.deck@dot.gov>                     | Required |
| Newman, Philip (FTA) <philip.newman@dot.gov>                 | Required |
| Edwards, Sara (OST) <sara.edwards@dot.gov>                   | Required |
| Cote, Gregory (OST) <gregory.cote@dot.gov>                   | Required |
| Mullen, Jim (FMCSA) <jim.mullen@dot.gov>                     | Required |

|                                                           |          |
|-----------------------------------------------------------|----------|
| Tucker, Deva (OST) <Deva.Tucker@dot.gov>                  | Required |
| Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>        | Required |
| Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>                 | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>            | Required |
| Morgan, Owen (OST) <owen.morgan@dot.gov>                  | Required |
| James, Charles (OST) <charles.james@dot.gov>              | Required |
| Martin, Gregory (OST) <gregory.martin@dot.gov>            | Required |
| Simon, Doug (OST) <doug.simon@dot.gov>                    | Required |
| Minock, Nick (OST) <nickolaus.minock@dot.gov>             | Required |
| Cheap, Casey (OST) <casey.cheap@dot.gov>                  | Required |
| Roberti, Paul (PHMSA) <paul.roberti@dot.gov>              | Required |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>              | Required |
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required |
| ConfRm-HQ-Lincoln Room (OST)<br><Lincoln.Room@dot.gov>    | Resource |
| Flowers, Darien <Darien.Flowers@dot.gov>                  | Required |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>                | Required |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>                | Required |
| Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>        | Required |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                    | Required |

|                                                             |          |
|-------------------------------------------------------------|----------|
| Mitton, Chris (OST) <chris.mitton@dot.gov>                  | Required |
| Morrison, Jonathan (NHTSA)<br><Jonathan.Morrison@dot.gov>   | Required |
| Morris, Willis (OST) <willis.morris@dot.gov>                | Required |
| Trippe, Charles <AWA> <charles.trippe@faa.gov>              | Required |
| Amereihn, Tina <AWA> <tina.amereihn@faa.gov>                | Required |
| Wang, Tim (OST) <tim.wang@dot.gov>                          | Required |
| Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov>    | Required |
| Chinn, Monica (OST) <monica.chinn@dot.gov>                  | Required |
| Baker, Shana (FHWA) <Shana.Baker@dot.gov>                   | Required |
| Morabito, Cameron (OST)<br><cameron.morabito@dot.gov>       | Required |
| Short, David (OST) <david.short@dot.gov>                    | Required |
| Buzby, Mark (MARAD) <mark.buzby@dot.gov>                    | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>                | Required |
| Pearce, Drue (PHMSA) <drue.pearce@dot.gov>                  | Required |
| Bonini, Kyle (FMCSA) <kyle.bonini@dot.gov>                  | Required |
| Barbknecht, McKenzie (OST)<br><mckenzie.barbknecht@dot.gov> | Required |
| Shaffer, Kirk <kirk.shaffer@faa.gov>                        | Required |

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▲ **Time** 10:30 AM – 11:00 AM  
**Subject** Matt Sturges Tag-up  
**Location** Geoff's office

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                 | <b>Attendance</b> |
|------------------|--------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>     | Organizer         |
|                  | Sturges, Matt (FRA) <Matt.Sturges@dot.gov> | Required          |

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▲ **Time** 1:00 PM – 1:30 PM  
**Subject** RE: FAA Personnel  
**Location** S2 Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Organizer         |
|                  | Simon, Doug (OST) <doug.simon@dot.gov>                    | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |
|                  | Owens, James (OST) <James.Owens@dot.gov>                  | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>            | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |

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▲ **Time** 2:00 PM – 3:00 PM  
**Subject** AIP Event  
**Location** Media Center

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**Friday, September 28, 2018**

▲ **Time** 8:30 AM – 9:00 AM  
**Subject** Senior Staff Meeting  
**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                     | <b>Attendance</b> |
|------------------|----------------------------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                         | Organizer         |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>                   | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>               | Required          |
|                  | Furman, Jon (OST) (jon.furman@dot.gov)<br><jon.furman@dot.gov> | Required          |
|                  | Genero, Laura (OST) <Laura.Genero@dot.gov>                     | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                         | Required          |

|                                                                                           |          |
|-------------------------------------------------------------------------------------------|----------|
| Kan, Derek (OST) <derek.kan@dot.gov>                                                      | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                                                  | Required |
| McInerney, Marianne (OST)<br>(marianne.mcinerney@dot.gov)<br><marianne.mcinerney@dot.gov> | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                                                  | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>                                                  | Required |
| Edwards, Sara (OST) <sara.edwards@dot.gov>                                                | Required |

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▲ **Time** 9:00 AM – 9:30 AM  
**Subject** NY Signs  
**Attendees**

| Name <E-mail>                                                | Attendance |
|--------------------------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                       | Organizer  |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required   |
| Bedell, Anthony (OST) <anthony.bedell@dot.gov>               | Required   |
| Inman, Todd (OST) <todd.inman@dot.gov>                       | Required   |

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▲ **Time** 9:30 AM – 10:00 AM  
**Subject** Canceled: Schedule Review  
**Location** COS Office  
**Recurrence** Occurs every Friday effective 9/7/2018 until 9/28/2018 from 9:30 AM to 10:00 AM  
**Importance** High  
**Attendees**

| Name <E-mail>                              | Attendance |
|--------------------------------------------|------------|
| Edwards, Sara (OST) <sara.edwards@dot.gov> | Organizer  |
| Burr, Geoff (OST) <geoff.burr@dot.gov>     | Required   |

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▲ **Time** 11:00 AM – 11:30 AM  
**Subject** Matt Well

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▲ **Time** 2:00 PM – 2:30 PM  
**Subject** Update Meeting  
**Location** Geoff's office  
**Attendees**

| Name <E-mail> | Attendance |
|---------------|------------|
|---------------|------------|

Inman, Todd (OST) <todd.inman@dot.gov> Organizer  
Plans, Barry (OST) <barry.plans@dot.gov> Required  
Burr, Geoff (OST) <geoff.burr@dot.gov> Required

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▲ **Time** 5:30 PM – 6:00 PM  
**Subject** Wrap Up  
**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
|                  | Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                    | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                      | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>                  | Required          |
|                  | Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required          |
|                  | Genero, Laura (OST) <Laura.Genero@dot.gov>                | Required          |

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## Calendar Calendar

Monday, October 1, 2018 – Wednesday, October 31, 2018

Time zone: (UTC-05:00) Eastern Time (US & Canada)

(Adjusted for Daylight Saving Time)

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### October 2018

Su Mo Tu We Th Fr Sa

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|                    |                    |                    |                    |                    |                    |                    |
|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
|                    | <a href="#">1</a>  | <a href="#">2</a>  | <a href="#">3</a>  | <a href="#">4</a>  | <a href="#">5</a>  | <a href="#">6</a>  |
| <a href="#">7</a>  | <a href="#">8</a>  | <a href="#">9</a>  | <a href="#">10</a> | <a href="#">11</a> | <a href="#">12</a> | <a href="#">13</a> |
| <a href="#">14</a> | <a href="#">15</a> | <a href="#">16</a> | <a href="#">17</a> | <a href="#">18</a> | <a href="#">19</a> | <a href="#">20</a> |
| <a href="#">21</a> | <a href="#">22</a> | <a href="#">23</a> | <a href="#">24</a> | <a href="#">25</a> | <a href="#">26</a> | <a href="#">27</a> |
| <a href="#">28</a> | <a href="#">29</a> | <a href="#">30</a> | <a href="#">31</a> |                    |                    |                    |

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|   |                                                           |            |                     |
|---|-----------------------------------------------------------|------------|---------------------|
| ▲ | <a href="#">Senior Staff Meeting</a>                      | Mon, Oct 1 | 8:30 AM – 9:00 AM   |
|   | Secretary's Conference Room                               |            |                     |
|   | <a href="#">Washington Post Interview</a>                 |            | 10:00 AM – 10:30 AM |
|   | Geoff's Office                                            |            |                     |
|   | <a href="#">DOT/Cannon Bldg</a>                           |            | 2:30 PM – 3:00 PM   |
|   | <a href="#">Meeting with Robert Edmonson (Pelosi COS)</a> |            | 3:00 PM – 4:00 PM   |
|   | 233 Cannon                                                |            |                     |
|   | <a href="#">Cannon Bldg/DOT</a>                           |            | 4:00 PM – 4:30 PM   |
|   | <a href="#">Wrap Up</a>                                   |            | 6:00 PM – 6:30 PM   |
|   | Secretary's Conference Room                               |            |                     |
|   | <a href="#">Personal:</a> (b) (6)                         |            | 6:00 PM – 8:00 PM   |
|   | TBD                                                       |            |                     |

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|   |                                                                                     |            |                     |
|---|-------------------------------------------------------------------------------------|------------|---------------------|
| ▲ | <a href="#">Senior Staff Meeting</a>                                                | Tue, Oct 2 | 8:30 AM – 9:00 AM   |
|   | Secretary's Conference Room                                                         |            |                     |
|   | <a href="#">Weekly Modal Administrator's Meeting</a>                                |            | 9:30 AM – 10:00 AM  |
|   | Lincoln Conference Room                                                             |            |                     |
|   | <a href="#">DOT/WH</a>                                                              |            | 10:00 AM – 10:30 AM |
|   | <a href="#">WH/DOT</a>                                                              |            | 11:30 AM – 12:00 PM |
|   | <a href="#">Ken Nahigian</a>                                                        |            | 1:30 PM – 2:00 PM   |
|   | Department of Transportation -<br>1200 New Jersey Ave. S.E.<br>Washington, DC 20590 |            |                     |
|   | <a href="#">Wrap Up</a>                                                             |            | 6:00 PM – 6:30 PM   |
|   | Secretary's Conference Room                                                         |            |                     |

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▲ [FAA Personnel](#) Wed, Oct 3 10:30 AM – 11:00 AM  
 S2 Conference Room  
[Network & Pricing Overview with American Airlines](#) 3:45 PM – 4:45 PM  
 Lincoln Room  
[Conf Call: COS, LD, and Counsel for Sen Peters](#) 5:45 PM – 6:15 PM  
 Adam will dial

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▲ [Weekly \(Non-Career\) Staff Meeting](#) Thu, Oct 4 9:00 AM – 9:30 AM  
 ConfRm-HQ-Lincoln Room (OST)  
[Conf Call: Rep. Dingell](#) 10:00 AM – 10:30 AM  
 via Adam's cell from Burr's office  
 (b) (6) 1:30 PM – 3:30 PM  
 (b) (5) 4:00 PM – 4:30 PM  
 S2 Conference Room  
[Wrap Up](#) 6:00 PM – 6:30 PM  
 Secretary's Conference Room  
 (b) (6) 6:00 PM – 8:00 PM  
 (b) (6)

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▲ [Senior Staff Meeting](#) Fri, Oct 5 8:30 AM – 9:00 AM  
 Secretary's Conference Room  
[Canceled: Schedule Review](#) 9:30 AM – 10:00 AM  
 COS Office  
[Lunch at EDR](#) 12:00 PM – 1:00 PM  
 EDR

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▲ (b) (6) Tue, Oct 9 to Wed, Oct 17  
[DOT/WH](#) Tue, Oct 9 10:00 AM – 10:30 AM  
[WH/DOT](#) 11:30 AM – 12:00 PM  
[DC 100 Media Inquiry](#) 3:00 PM – 3:30 PM  
 Geoff's office  
[MARAD RFP](#) 3:30 PM – 4:00 PM  
 S2 Conference Room

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▲ [Red/Green Folders](#) Wed, Oct 10 9:00 AM – 10:00 AM  
[Canceled: ERT and Non-Career Staff Situational Brief](#) 9:30 AM – 10:00 AM  
 CMC E12-350  
[DOT/WH Motorpool](#) 10:30 AM – 11:00 AM



[WH: Meeting to Discuss 2019](#) 11:00 AM – 12:00 PM  
White House Situation Room

[WH/DOT Motorpool](#) 12:00 PM – 12:30 PM

[Website](#) 2:30 PM – 3:00 PM  
Geoffs Office W90-314

[Interview with \(b\) \(6\) for FTA](#) 3:00 PM – 3:30 PM  
[Public Affairs](#)  
Geoff's Office

[Christina Aizcorbe](#) 3:30 PM – 3:40 PM  
Geoffs Office

[Paul Johnson](#) 3:45 PM – 4:15 PM  
Geoff's office

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▲ [Weekly \(Non-Career\) Staff Meeting](#) Thu, Oct 11 9:00 AM – 9:30 AM  
ConfRm-HQ-Lincoln Room (OST)

[Canceled: ERT and Non-Career Staff Situational Brief](#) 9:30 AM – 10:00 AM  
CMC E12-350

[Pre-brief IT FMCSA](#) 3:00 PM – 3:30 PM  
Geoffs office W90-314

[Newark Airport Discussion](#) 4:00 PM – 4:45 PM  
S2 Conference Room

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▲ [follow up](#) Fri, Oct 12 9:15 AM – 9:30 AM  
CoS Burr Office (Heidi to be dialed in)

[Canceled: ERT and Non-Career Staff Situational Brief](#) 9:30 AM – 10:00 AM  
CMC E12-350

[Canceled: Schedule Review](#) 9:30 AM – 10:00 AM  
COS Office

[FAA](#) 10:00 AM – 10:15 AM  
Emily will call Geoff at (b) (6)

[Oversight Meeting](#) 10:30 AM – 11:15 AM  
S2 Conference Room

[FACA Meeting](#) 11:30 AM – 12:00 PM  
S2 Conference Room

[Lunch- Chris Hanson](#) 12:00 PM – 1:00 PM  
(b) (6)

[Meeting w/Deputy Secretary Rosen](#) 2:00 PM – 2:30 PM  
S2 Conference Room

[Ruth](#) 3:00 PM – 3:10 PM

|   |                                                                                                                                |             |                     |
|---|--------------------------------------------------------------------------------------------------------------------------------|-------------|---------------------|
| ▲ | <a href="#">Canceled: ERT and Non-Career Staff Situational Brief</a><br>CMC E12-350                                            | Sat, Oct 13 | 9:30 AM – 10:00 AM  |
| ▲ | <a href="#">Canceled: ERT and Non-Career Staff Situational Brief</a><br>CMC E12-350                                            | Sun, Oct 14 | 9:30 AM – 10:00 AM  |
| ▲ | <a href="#">Senior Staff Meeting</a><br>Secretary's Conference Room                                                            | Mon, Oct 15 | 8:30 AM – 9:00 AM   |
|   | <a href="#">NY Follow Up</a><br>S1 Conference Room                                                                             |             | 10:00 AM – 10:30 AM |
|   | <a href="#">Senate AV Bill</a><br>S2 Conference Room                                                                           |             | 3:45 PM – 4:00 PM   |
|   | <a href="#">Wrap Up</a><br>Secretary's Conference Room                                                                         |             | 6:00 PM – 6:30 PM   |
| ▲ | <a href="#">DOT/WH</a>                                                                                                         | Tue, Oct 16 | 10:00 AM – 10:30 AM |
|   | <a href="#">WH/DOT</a>                                                                                                         |             | 11:30 AM – 12:00 PM |
|   | <a href="#">Meeting w/Richard Balzano</a><br>Geoff's Office                                                                    |             | 3:00 PM – 3:30 PM   |
| ▲ | <a href="#">Meeting to Discuss Maritime Transportation System National Advisory Committee (MTSNAC) Folder</a><br>Burr's Office | Wed, Oct 17 | 9:30 AM – 10:00 AM  |
|   | <a href="#">HOLD (b) (6)</a>                                                                                                   |             | 2:30 PM – 4:00 PM   |
| ▲ | <a href="#">Executive Assistants Training Day</a><br>Media Center                                                              | Thu, Oct 18 |                     |
|   | <a href="#">Non-Career Training Day</a><br>14390 Air and Space Museum<br>Pkwy, Chantilly, VA 20151                             | Thu, Oct 18 |                     |
|   | <a href="#">(b) (6)</a>                                                                                                        | Thu, Oct 18 |                     |
|   | <a href="#">Weekly (Non-Career) Staff Meeting</a><br>ConfRm-HQ-Lincoln Room (OST)                                              | Thu, Oct 18 | 9:00 AM – 9:30 AM   |
| ▲ | <a href="#">Canceled: Schedule Review</a><br>COS Office                                                                        | Fri, Oct 19 | 9:30 AM – 10:00 AM  |
|   | <a href="#">David Woessner</a><br>Geoffs Office, 1200 New Jersey<br>Ave. SE Washington, DC 20590                               |             | 10:00 AM – 10:30 AM |

[Strategic Scheduling](#) 10:30 AM – 11:30 AM  
 Lincoln Room

[Lunch w/Geoff & Sean](#) 12:00 PM – 1:30 PM  
 TBD

[Coffee: Geoff and Sasha Johnson](#) 1:00 PM – 1:30 PM  
 (b) (6)

▲ **Private Appointment** Mon, Oct 22

[MARAD Follow-Up](#) Mon, Oct 22 11:00 AM – 11:15 AM  
 S2 Conference Room

[Title XI Discussion](#) 11:15 AM – 11:30 AM  
 S2 Conference Room

[FACA Meeting](#) 2:30 PM – 3:00 PM  
 S1 Con. Room

[CIG Allocations](#) 3:00 PM – 3:30 PM  
 S2 Conference Room

[DOCR - EEOC Guidance](#) 4:45 PM – 5:15 PM  
 S2 Conference Room

▲ [DOT/WH](#) Tue, Oct 23 10:00 AM – 10:30 AM

[BUILD SRT](#) 11:00 AM – 12:00 PM  
 Lincoln Conference Room

[WH/DOT](#) 11:30 AM – 12:00 PM

[Call w/Shelley Hymes](#) 4:00 PM – 4:30 PM  
 Shelley will call Geoff (b) (6)

[Wrap Up](#) 6:00 PM – 6:30 PM  
 Secretary's Conference Room

▲ [Derek - Travel](#) Wed, Oct 24 to Thu, Oct 25

(b) (6) Wed, Oct 24

[Interview with \(b\) \(6\) for FRA Comms Director](#) Wed, Oct 24 2:00 PM – 2:30 PM  
 Geoff's Office

[AI Robot Discussion w/Vicki](#) 4:15 PM – 4:30 PM  
 Rita will call: (b) (6)

[Newark Slots Meeting](#) 4:45 PM – 5:30 PM  
 S2 Conference Room

▲ (b) (6) Thu, Oct 25 to Wed, Oct 31

[Weekly \(Non-Career\) Staff Meeting](#) Thu, Oct 25 9:00 AM – 9:30 AM  
 ConfRm-HQ-Lincoln Room (OST)

[Roger Libby](#) 2:00 PM – 2:30 PM  
 Geoff will call Roger at (b) (6)

[InTune install by ExecHelp](#) 2:30 PM – 3:00 PM  
 Geoff's Office

[Meeting w/Will Kinzel \(Delta\)](#) 3:30 PM – 4:00 PM  
 S1 Conference Room

[Wrap Up](#) 6:00 PM – 6:30 PM  
 Secretary's Conference Room

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▲ [Canceled: Schedule Review](#) Fri, Oct 26 9:30 AM – 10:00 AM  
 COS Office

[Vicki Hildebrand](#) 10:00 AM – 10:30 AM  
 Vicki will call Geoff (b) (6)

[RED FOLDER](#) 10:30 AM – 12:00 PM

[Oversight Meeting](#) 3:00 PM – 3:45 PM  
 S2 Conference Room

[Meeting w/NHTSA Acting Admin](#) 4:00 PM – 4:30 PM  
 S2's Conference Room

[Wrap Up](#) 5:30 PM – 6:00 PM  
 Secretary's Conference Room

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▲ (b) (6) Sat, Oct 27 10:00 AM – 11:00 AM

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▲ [Adam - Travel](#) Mon, Oct 29 to Wed, Oct 31

[Senior Staff Meeting](#) Mon, Oct 29 8:30 AM – 9:00 AM  
 Secretary's Conference Room

[Red Folders/Desk Time](#) 9:30 AM – 11:30 AM

[Wrap Up](#) 6:00 PM – 6:30 PM  
 Secretary's Conference Room

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▲ [DOT/WH](#) Tue, Oct 30 10:00 AM – 10:30 AM

[WH/DOT](#) 11:30 AM – 12:00 PM

[Pre-Meeting/FACA](#) 2:30 PM – 3:00 PM  
 Geoff's office

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▲ [Group Project Prep](#) Wed, Oct 31 1:00 PM – 2:30 PM

[Southwest Light Rail](#) 3:00 PM – 3:30 PM  
 S2 Conference Room

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[Details](#)

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**Monday, October 1, 2018**

▲ **Time** 8:30 AM – 9:00 AM  
**Subject** Senior Staff Meeting  
**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
|                  | Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                    | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                      | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>                  | Required          |
|                  | Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required          |
|                  | Genero, Laura (OST) <Laura.Genero@dot.gov>                | Required          |
|                  | Edwards, Sara (OST) <sara.edwards@dot.gov>                | Required          |

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▲ **Time** 10:00 AM – 10:30 AM  
**Subject** Washington Post Interview  
**Location** Geoff's Office

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                           | <b>Attendance</b> |
|------------------|----------------------------------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                               | Organizer         |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov>            | Required          |
|                  | Genero, Laura (OST) (Laura.Genero@dot.gov)<br><Laura.Genero@dot.gov> | Required          |
|                  | Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>                 | Required          |

McInerney, Marianne (OST) Required  
<marianne.mcinerney@dot.gov>

Genero, Laura (OST) (Laura.Genero@dot.gov) Required  
<Laura.Genero@dot.gov>

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▲ **Time** 2:30 PM – 3:00 PM  
**Subject** DOT/Cannon Bldg  
**Categories** Green Category

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▲ **Time** 3:00 PM – 4:00 PM  
**Subject** Meeting with Robert Edmonson (Pelosi COS)  
**Location** 233 Cannon  
**Attendees**

| Name <E-mail>                          | Attendance |
|----------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov> | Organizer  |
| Kan, Derek (OST) <derek.kan@dot.gov>   | Required   |

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▲ **Time** 4:00 PM – 4:30 PM  
**Subject** Cannon Bldg/DOT  
**Categories** Green Category

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▲ **Time** 6:00 PM – 6:30 PM  
**Subject** Wrap Up  
**Location** Secretary's Conference Room  
**Attendees**

| Name <E-mail>                                             | Attendance |
|-----------------------------------------------------------|------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer  |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required   |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required   |
| Furman, Jon (OST) <jon.furman@dot.gov>                    | Required   |
| Inman, Todd (OST) <todd.inman@dot.gov>                    | Required   |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required   |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required   |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required   |
| Kramer, John (OST) <John.Kramer@dot.gov>                  | Required   |

Hanson, Alan (OST) <Alan.Hanson@dot.gov> Required  
Genero, Laura (OST) <Laura.Genero@dot.gov> Required

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▲ **Time** 6:00 PM – 8:00 PM  
**Subject** Personal: (b) (6)  
**Location** TBD

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**Tuesday, October 2, 2018**

▲ **Time** 8:30 AM – 9:00 AM  
**Subject** Senior Staff Meeting  
**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | Furman, Jon (OST) <jon.furman@dot.gov>                    | Required          |
|                  | Genero, Laura (OST) <Laura.Genero@dot.gov>                | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                    | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                      | Required          |
|                  | Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>                  | Required          |
|                  | Edwards, Sara (OST) <sara.edwards@dot.gov>                | Required          |

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▲ **Time** 9:30 AM – 10:00 AM  
**Subject** Weekly Modal Administrator's Meeting  
**Location** Lincoln Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b> | <b>Attendance</b> |
|------------------|----------------------------|-------------------|
|------------------|----------------------------|-------------------|

|                                                              |           |
|--------------------------------------------------------------|-----------|
| Deputy Scheduler <DeputyScheduler@dot.gov>                   | Organizer |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                       | Required  |
| Buzby, Mark (MARAD) <mark.buzby@dot.gov>                     | Required  |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                   | Required  |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required  |
| Hildebrand, Vicki (OST) <victoria.hildebrand@dot.gov>        | Required  |
| Inman, Todd (OST) <todd.inman@dot.gov>                       | Required  |
| James, Charles (OST) <charles.james@dot.gov>                 | Required  |
| King, Heidi (NHTSA) <heidi.king@dot.gov>                     | Required  |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                     | Required  |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov>    | Required  |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>                 | Required  |
| Morgan, Owen (OST) <owen.morgan@dot.gov>                     | Required  |
| Morris, Willis (OST) <willis.morris@dot.gov>                 | Required  |
| Nelson, Keith (OST) <keith.nelson@dot.gov>                   | Required  |
| Owens, James (OST) <James.Owens@dot.gov>                     | Required  |
| Pearce, Drue (PHMSA) <drue.pearce@dot.gov>                   | Required  |
| Ray, James (OST) <Jim.Ray@dot.gov>                           | Required  |
| Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>         | Required  |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>               | Required  |
| Baldwin, Kristen (OST) <kristen.baldwin@dot.gov>             | Required  |
| Callender, Duane (FHWA) <Duane.Callender@dot.gov>            | Required  |



|                                                            |          |
|------------------------------------------------------------|----------|
| Danielson, Jack (NHTSA) <jack.danielson@dot.gov>           | Required |
| Farley, Audrey (PHMSA) <Audrey.Farley@dot.gov>             | Required |
| Hurdle, Lana (OST) <Lana.Hurdle@dot.gov>                   | Required |
| Jefferson, Daphne (OST) <daphne.jefferson@dot.gov>         | Required |
| Kaleta, Judy (OST) <Judy.Kaleta@dot.gov>                   | Required |
| Lefevre, Maria (OST) <maria.lefevre@dot.gov>               | Required |
| McMillan, Howard (PHMSA)<br><howard.mcmillan@dot.gov>      | Required |
| Middlebrook, Craig (SLS) <Craig.Middlebrook@dot.gov>       | Required |
| Nissenbaum, Paul (FRA) <paul.nissenbaum@dot.gov>           | Required |
| Scovel, Calvin L <OIG> <calvin.scovel@oig.dot.gov>         | Required |
| Szabat, Joel (OST) <Joel.Szabat@dot.gov>                   | Required |
| Washington, Keith (OST) <Keith.Washington@dot.gov>         | Required |
| Welbes, Matt (FTA) <Matt.Welbes@dot.gov>                   | Required |
| Elliott, Skip (PHMSA) <howard.elliott@dot.gov>             | Required |
| Behm, Mitchell <OIG> <mitchell.behm@oig.dot.gov>           | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                       | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>           | Required |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>               | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>                   | Required |
| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>               | Required |
| Martinez, Raymond P. (FMCSA)<br><Raymond.Martinez@dot.gov> | Required |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>               | Required |

Edwards, Sara (OST) <sara.edwards@dot.gov> Required

Balzano, Richard (MARAD) <Richard.Balzano@dot.gov> Required

Gautreaux, Cathy F. (FMCSA) <cathy.gautreaux@dot.gov> Required

Fulton, Finch (OST) <Finch.Fulton@dot.gov> Required

Walker, Cheryl (FHWA) <cheryl.walker@dot.gov> Required

Garg, Arjun (FTA) <arjun.garg@dot.gov> Required

Sturges, Matt (FRA) <Matt.Sturges@dot.gov> Required

Wolf, Ariel (OST) <ariel.wolf@dot.gov> Required

Henry, Tina (OST) <tina.henry@dot.gov> Required

Amereihn, Tina <AWA> <tina.amereihn@faa.gov> Required

▲ **Time** 10:00 AM – 10:30 AM  
**Subject** DOT/WH  
**Recurrence** Occurs every Tuesday effective 10/2/2018 until 10/30/2018 from 10:00 AM to 10:30 AM  
**Categories** Green Category, Yellow Category

▲ **Time** 11:30 AM – 12:00 PM  
**Subject** WH/DOT  
**Recurrence** Occurs every Tuesday effective 10/2/2018 until 10/30/2018 from 11:30 AM to 12:00 PM  
**Categories** Green Category

▲ **Time** 1:30 PM – 2:00 PM  
**Subject** Ken Nahigian  
**Location** Department of Transportation - 1200 New Jersey Ave. S.E. Washington, DC 20590

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                  | <b>Attendance</b> |
|------------------|---------------------------------------------|-------------------|
|                  | Bell, Michael (OST) <michael.bell1@dot.gov> | Organizer         |
|                  | keith(b) (6)<br>(b) (6)                     | Optional          |
|                  | ken(b) (6)<br>(b) (6)                       | Required          |

▲ **Time** 6:00 PM – 6:30 PM  
**Subject** Wrap Up  
**Location** Secretary's Conference Room

**Attendees**

| Name <E-mail>                                          | Attendance |
|--------------------------------------------------------|------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>             | Organizer  |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                 | Required   |
| McInerney, Marianne (OST) <marianne.mcinerney@dot.gov> | Required   |
| Furman, Jon (OST) <jon.furman@dot.gov>                 | Required   |
| Inman, Todd (OST) <todd.inman@dot.gov>                 | Required   |
| Kan, Derek (OST) <derek.kan@dot.gov>                   | Required   |
| Genero, Laura (OST) <Laura.Genero@dot.gov>             | Required   |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>       | Required   |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>           | Required   |
| Kramer, John (OST) <John.Kramer@dot.gov>               | Required   |

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**Wednesday, October 3, 2018**

▲ **Time** 10:30 AM – 11:00 AM  
**Subject** FAA Personnel  
**Location** S2 Conference Room

**Attendees**

| Name <E-mail>                                          | Attendance |
|--------------------------------------------------------|------------|
| Simon, Doug (OST) <doug.simon@dot.gov>                 | Organizer  |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>       | Required   |
| Owens, James (OST) <James.Owens@dot.gov>               | Required   |
| McInerney, Marianne (OST) <marianne.mcinerney@dot.gov> | Required   |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>           | Required   |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                 | Required   |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>           | Required   |

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**Time** 3:45 PM – 4:45 PM

**Subject** Network & Pricing Overview with American Airlines

**Location** Lincoln Room

AA Attendees:

Vasu Raja, AA VP of Network and Scheduling

Don Casey, AA SVP for Revenue Management

Molly Wilkinson, AA Vice President Regulatory Affairs

This is not a requirement to attend, only if you are interested in joining. Please RSVP to the invitation so we can track your responses.

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                              | <b>Attendance</b> |
|------------------|---------------------------------------------------------|-------------------|
|                  | Edwards, Sara (OST) <sara.edwards@dot.gov>              | Organizer         |
|                  | DOT-Political-Appointees<br>(b) (6)                     | Required          |
|                  | Owens, James (OST) <James.Owens@dot.gov>                | Optional          |
|                  | Wilkinson, James (OST) <james.wilkinson@dot.gov>        | Optional          |
|                  | Barnard, Brian (NHTSA) <brian.barnard@dot.gov>          | Optional          |
|                  | Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>        | Optional          |
|                  | Dombrowski, Eileen (OST)<br><Eileen.Dombrowski@dot.gov> | Optional          |
|                  | Cipriano, Peter (FRA) <peter.cipriano@dot.gov>          | Optional          |
|                  | Smith, Loren (OST) <Loren.Smith@dot.gov>                | Optional          |
|                  | Poole, Sean (FMCSA) <sean.poole@dot.gov>                | Optional          |
|                  | Knouse, Ruth (OST) <ruth.knouse@dot.gov>                | Optional          |
|                  | Cheap, Casey (OST) <casey.cheap@dot.gov>                | Optional          |
|                  | King, Heidi (NHTSA) <heidi.king@dot.gov>                | Optional          |
|                  | Roberti, Paul (PHMSA) <paul.roberti@dot.gov>            | Optional          |
|                  | Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>               | Optional          |

|                                                              |          |
|--------------------------------------------------------------|----------|
| Mullen, Jim (FMCSA) <jim.mullen@dot.gov>                     | Optional |
| Henry, Tina (OST) <tina.henry@dot.gov>                       | Optional |
| Morrison, Jonathan (NHTSA)<br><Jonathan.Morrison@dot.gov>    | Optional |
| Short, David (OST) <david.short@dot.gov>                     | Optional |
| Kramer, John (OST) <John.Kramer@dot.gov>                     | Optional |
| Brown, Chris C <AWA> <chris.c.brown@faa.gov>                 | Optional |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                   | Optional |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>                 | Optional |
| Simon, Doug (OST) <doug.simon@dot.gov>                       | Optional |
| Pearce, Drue (PHMSA) <drue.pearce@dot.gov>                   | Optional |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>             | Optional |
| Worthy, Sharon (FMCSA) <sharon.worthy@dot.gov>               | Optional |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Optional |
| Nelson, Keith (OST) <keith.nelson@dot.gov>                   | Optional |
| Rosen, Jeff (OST) <jeff.rosen@dot.gov>                       | Optional |
| Chinn, Monica (OST) <monica.chinn@dot.gov>                   | Optional |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>                   | Optional |
| Newman, Philip (FTA) <philip.newman@dot.gov>                 | Optional |
| Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>               | Optional |
| Burthey, Grover (OST) <grover.burthey@dot.gov>               | Optional |
| Post, Andy (OST) <Andy.Post@dot.gov>                         | Optional |
| Reyes, Juan D. III (FRA) <j.reyes@dot.gov>                   | Optional |

Sylvester, Marco (OST) <marco.sylvester@dot.gov> Optional

Buzby, Mark (MARAD) <mark.buzby@dot.gov> Optional

Elwell, Daniel <AWA> <daniel.elwell@faa.gov> Optional

Plans, Barry (OST) <barry.plans@dot.gov> Optional

Morris, Willis (OST) <willis.morris@dot.gov> Optional

▲ **Time** 5:45 PM – 6:15 PM

**Subject** Conf Call: COS, LD, and Counsel for Sen Peters

**Location** Adam will dial

**Attendees**

| Name <E-mail>                                | Attendance |
|----------------------------------------------|------------|
| Sullivan, Adam (OST) <adam.sullivan@dot.gov> | Organizer  |
| Burr, Geoff (OST) <geoff.burr@dot.gov>       | Required   |

**Thursday, October 4, 2018**

▲ **Time** 9:00 AM – 9:30 AM

**Subject** Weekly (Non-Career) Staff Meeting

**Location** ConfRm-HQ-Lincoln Room (OST)

**Recurrence** Occurs every Thursday effective 10/4/2018 until 10/25/2018 from 9:00 AM to 9:30 AM

**Attendees**

| Name <E-mail>                                           | Attendance |
|---------------------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                  | Organizer  |
| Martinez, Raymond P. (FMCSA) <Raymond.Martinez@dot.gov> | Required   |
| Koehlke, Alex <Alex.Koehlke@dot.gov>                    | Required   |
| Riccardo, George (OST) <george.riccardo@dot.gov>        | Required   |
| Smeda, Elisabeth <AWA> <elisabeth.smeda@faa.gov>        | Required   |
| Plans, Barry (OST) <barry.plans@dot.gov>                | Required   |
| Etchen, Alex (OST) <alex.etchen@dot.gov>                | Required   |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>          | Required   |
| Post, Andy (OST) <Andy.Post@dot.gov>                    | Required   |

|                                                         |          |
|---------------------------------------------------------|----------|
| Dombrowski, Eileen (OST)<br><Eileen.Dombrowski@dot.gov> | Required |
| King, Heidi (NHTSA) <heidi.king@dot.gov>                | Required |
| Graham, Douglas (OST) <douglas.graham@dot.gov>          | Required |
| Kania, Adriana (OST) <adriana.kania@dot.gov>            | Required |
| Curto, Michael (OST) <Michael.Curto@dot.gov>            | Required |
| Elliott, Skip (PHMSA) <howard.elliott@dot.gov>          | Required |
| Hess, Chris (FRA) <christopher.hess@dot.gov>            | Required |
| Wilkinson, James (OST) <james.wilkinson@dot.gov>        | Required |
| Owens, James (OST) <James.Owens@dot.gov>                | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>                | Required |
| Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov>  | Required |
| Bradford, Stephen (OST) <stephen.bradford@dot.gov>      | Required |
| Reynard, Mike (FHWA) <mike.reynard@dot.gov>             | Required |
| Smith, Loren (OST) <Loren.Smith@dot.gov>                | Required |
| Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>        | Required |
| Parker, Mala (FHWA) <mala.parker@dot.gov>               | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                | Required |
| Kuo, Monica (OST) <monica.kuo@dot.gov>                  | Required |
| Worthy, Sharon (OST) <sharon.worthy@dot.gov>            | Required |
| Cipriano, Peter (FRA) <peter.cipriano@dot.gov>          | Required |
| Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>          | Required |
| Furman, Jon (OST) <jon.furman@dot.gov>                  | Required |
| Poole, Sean (FMCSA) <sean.poole@dot.gov>                | Required |

|                                                              |          |
|--------------------------------------------------------------|----------|
| Inman, Todd (OST) <todd.inman@dot.gov>                       | Required |
| Ray, James (OST) <Jim.Ray@dot.gov>                           | Required |
| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>                 | Required |
| Henry, Tina (OST) <tina.henry@dot.gov>                       | Required |
| Sylvester, Marco (OST) <marco.sylvester@dot.gov>             | Required |
| Smith, Geoff (OST) <geoff.smith@dot.gov>                     | Required |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required |
| Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>         | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                       | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>             | Required |
| Barnard, Brian (NHTSA) <brian.barnard@dot.gov>               | Required |
| Kloster, Andrew (OST) <andrew.kloster@dot.gov>               | Required |
| Bedell, Anthony (OST) <anthony.bedell@dot.gov>               | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                   | Required |
| Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>               | Required |
| Kochman, Benjamin (OST)<br><benjamin.kochman@dot.gov>        | Required |
| Nelson, Keith (OST) <keith.nelson@dot.gov>                   | Required |
| Fraser, Bobby (PHMSA) <bobby.fraser@dot.gov>                 | Required |
| Deck, Wiley (FMCSA) <wiley.deck@dot.gov>                     | Required |
| Newman, Philip (FTA) <philip.newman@dot.gov>                 | Required |
| Edwards, Sara (OST) <sara.edwards@dot.gov>                   | Required |
| Cote, Gregory (OST) <gregory.cote@dot.gov>                   | Required |



|                                                           |          |
|-----------------------------------------------------------|----------|
| Mullen, Jim (FMCSA) <jim.mullen@dot.gov>                  | Required |
| Tucker, Deva (OST) <Deva.Tucker@dot.gov>                  | Required |
| Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>        | Required |
| Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>                 | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>            | Required |
| Morgan, Owen (OST) <owen.morgan@dot.gov>                  | Required |
| James, Charles (OST) <charles.james@dot.gov>              | Required |
| Martin, Gregory (OST) <gregory.martin@dot.gov>            | Required |
| Simon, Doug (OST) <doug.simon@dot.gov>                    | Required |
| Minock, Nick (OST) <nickolaus.minock@dot.gov>             | Required |
| Cheap, Casey (OST) <casey.cheap@dot.gov>                  | Required |
| Roberti, Paul (PHMSA) <paul.roberti@dot.gov>              | Required |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>              | Required |
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required |
| ConfRm-HQ-Lincoln Room (OST)<br><Lincoln.Room@dot.gov>    | Resource |
| Flowers, Darien <Darien.Flowers@dot.gov>                  | Required |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>                | Required |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>                | Required |
| Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>        | Required |

|                                                             |          |
|-------------------------------------------------------------|----------|
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                      | Required |
| Mitton, Chris (OST) <chris.mitton@dot.gov>                  | Required |
| Morrison, Jonathan (NHTSA)<br><Jonathan.Morrison@dot.gov>   | Required |
| Morris, Willis (OST) <willis.morris@dot.gov>                | Required |
| Trippe, Charles <AWA> <charles.trippe@faa.gov>              | Required |
| Amereihn, Tina <AWA> <tina.amereihn@faa.gov>                | Required |
| Wang, Tim (OST) <tim.wang@dot.gov>                          | Required |
| Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov>    | Required |
| Chinn, Monica (OST) <monica.chinn@dot.gov>                  | Required |
| Baker, Shana (FHWA) <Shana.Baker@dot.gov>                   | Required |
| Morabito, Cameron (OST)<br><cameron.morabito@dot.gov>       | Required |
| Short, David (OST) <david.short@dot.gov>                    | Required |
| Buzby, Mark (MARAD) <mark.buzby@dot.gov>                    | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>                | Required |
| Pearce, Drue (PHMSA) <drue.pearce@dot.gov>                  | Required |
| Bonini, Kyle (FMCSA) <kyle.bonini@dot.gov>                  | Required |
| Barbknecht, McKenzie (OST)<br><mckenzie.barbknecht@dot.gov> | Required |
| Shaffer, Kirk <kirk.shaffer@faa.gov>                        | Required |




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**Time** 10:00 AM – 10:30 AM  
**Subject** Conf Call: Rep. Dingell  
**Location** via Adam's cell from Burr's office  
**Attendees**

| Name <E-mail>                                | Attendance |
|----------------------------------------------|------------|
| Sullivan, Adam (OST) <adam.sullivan@dot.gov> | Organizer  |

Burr, Geoff (OST) <geoff.burr@dot.gov> Required

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▲ **Time** 1:30 PM – 3:30 PM  
**Subject** (b) (6)

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▲ **Time** 4:00 PM – 4:30 PM  
**Subject** (b) (5)  
**Location** S2 Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                       | <b>Attendance</b> |
|------------------|--------------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>           | Organizer         |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>         | Required          |
|                  | Hurdle, Lana (OST) <Lana.Hurdle@dot.gov>         | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> | Required          |
|                  | Carlson, Terence (OST) <Terence.Carlson@dot.gov> | Required          |
|                  | Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>   | Required          |

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▲ **Time** 6:00 PM – 6:30 PM  
**Subject** Wrap Up  
**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                       | <b>Attendance</b> |
|------------------|--------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>       | Organizer         |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>     | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>           | Required          |
|                  | Furman, Jon (OST) <jon.furman@dot.gov>           | Required          |
|                  | Genero, Laura (OST) <Laura.Genero@dot.gov>       | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>           | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>             | Required          |
|                  | Knouse, Ruth (OST) <ruth.knouse@dot.gov>         | Required          |

|                                                           |          |
|-----------------------------------------------------------|----------|
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>                  | Required |

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▲ **Time** 6:00 PM – 8:00 PM  
**Subject** (b) (6)  
**Location** (b) (6)  
**Attendees**

| Name <E-mail>                  | Attendance |
|--------------------------------|------------|
| Giannangeli, Giulia R. EOP/WHO | Organizer  |
| (b) (6)                        |            |

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**Friday, October 5, 2018**

▲ **Time** 8:30 AM – 9:00 AM  
**Subject** Senior Staff Meeting  
**Location** Secretary's Conference Room  
**Attendees**

| Name <E-mail>                                             | Attendance |
|-----------------------------------------------------------|------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer  |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required   |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required   |
| Furman, Jon (OST) <jon.furman@dot.gov>                    | Required   |
| Inman, Todd (OST) <todd.inman@dot.gov>                    | Required   |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required   |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                | Required   |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required   |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required   |
| Kramer, John (OST) <John.Kramer@dot.gov>                  | Required   |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required   |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required   |

▲ **Time** 9:30 AM – 10:00 AM  
**Subject** Canceled: Schedule Review  
**Location** COS Office  
**Recurrence** Occurs every Friday effective 10/5/2018 until 10/26/2018 from 9:30 AM to 10:00 AM  
**Importance** High  
**Attendees**

| Name <E-mail>                              | Attendance |
|--------------------------------------------|------------|
| Edwards, Sara (OST) <sara.edwards@dot.gov> | Organizer  |
| Burr, Geoff (OST) <geoff.burr@dot.gov>     | Required   |

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▲ **Time** 12:00 PM – 1:00 PM  
**Subject** Lunch at EDR  
**Location** EDR  
**Attendees**

| Name <E-mail>                              | Attendance |
|--------------------------------------------|------------|
| Fulton, Finch (OST) <Finch.Fulton@dot.gov> | Organizer  |
| DOT-Political-Appointees<br>(b) (6)        | Required   |

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**Tuesday, October 9, 2018**

▲ **Time** 10/9/2018 12:00 AM – 10/18/2018 12:00 AM  
**Subject** (b) (6)  
**Categories** Yellow Category

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▲ **Time** 10:00 AM – 10:30 AM  
**Subject** DOT/WH  
**Recurrence** Occurs every Tuesday effective 10/2/2018 until 10/30/2018 from 10:00 AM to 10:30 AM  
**Categories** Green Category, Yellow Category

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▲ **Time** 11:30 AM – 12:00 PM  
**Subject** WH/DOT  
\*\*THIS IS AN AUTOMATED SHAREPOINT MESSAGE. Please do not reply to this email\*\*  
Dear ADDOT\elesha.swann.ctr or POC,  
Your request for a Chauffeur service has been approved.  
Here are the details of your request.  
Request Start Date: 10/9/2018 11:30  
Request End Date and Time(if U-Drive):1/1/0001 :  
Pick up location: White House  
  
Destination(if Chauffeur request):DOT  
Also you can check the details of your requests at the link below:  
<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/Home.aspx>  
<<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/Home.aspx>>

To modify your request please click this link to request a change:

<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/MinorChangeUserInput.aspx>

<<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/MinorChangeUserInput.aspx>>

To cancel your request please click this link:

<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/Cancel%20Requests.aspx>

<<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/Cancel%20Requests.aspx>>

Thank you,

MotorPool

**Categories** Green Category

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▲

|                  |                                                                   |                   |
|------------------|-------------------------------------------------------------------|-------------------|
| <b>Time</b>      | 3:00 PM – 3:30 PM                                                 |                   |
| <b>Subject</b>   | DC 100 Media Inquiry                                              |                   |
| <b>Location</b>  | Geoff's office                                                    |                   |
| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                        | <b>Attendance</b> |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                            | Organizer         |
|                  | McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>            | Required          |
|                  | Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>              | Required          |
|                  | Genero, Laura (OST) (Laura.Genero@dot.gov) <Laura.Genero@dot.gov> | Required          |

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|                  |                                                |                   |
|------------------|------------------------------------------------|-------------------|
| <b>Time</b>      | 3:30 PM – 4:00 PM                              |                   |
| <b>Subject</b>   | MARAD RFP                                      |                   |
| <b>Location</b>  | S2 Conference Room                             |                   |
| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                     | <b>Attendance</b> |
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>     | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>         | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>   | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>       | Required          |
|                  | Wolf, Ariel (OST) <ariel.wolf@dot.gov>         | Required          |
|                  | Lund, Caryn M (OST) <caryn.moore.lund@dot.gov> | Required          |

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**Wednesday, October 10, 2018**

▲ **Time** 9:00 AM – 10:00 AM

**Subject** Red/Green Folders

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- ▲ **Time** 9:30 AM – 10:00 AM
- Subject** Canceled: ERT and Non-Career Staff Situational Brief
- Location** CMC E12-350
- Recurrence** Occurs every day effective 10/10/2018 until 10/16/2018 from 9:30 AM to 10:00 AM
- Reminder** 15 minutes  
Emergency Response Team (ERT) and Non-Career Staff.

There will be a situational brief in the Crisis Management Center (CMC) on Friday October 12 through Tuesday October 16, 2018 from 9:30 AM EDT – 10:00 AM EDT. Each Operating Administration should be prepared to brief on preparedness activities for Hurricane Michael and any impacts to the Gulf Coast.

For ERT members and Non-Career Staff who cannot attend in person, a teleconference line will be established using the following number: (b) (6) and Pin: (b) (6)

Crisis Management Center (CMC)

202-366-1863

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                       | <b>Attendance</b> |
|------------------|--------------------------------------------------|-------------------|
|                  | CMC-01 (OST) (b) (6)                             | Organizer         |
|                  | Dixon, Keith (OST) <keith.dixon@dot.gov>         | Required          |
|                  | Eldridge, Justin (OST) <justin.eldridge@dot.gov> | Required          |
|                  | Fleming, Cynthia (OST) <cynthia.fleming@dot.gov> | Required          |
|                  | Kirk, Robert (OST) <robert.kirk@dot.gov>         | Required          |
|                  | Price, Donald (OST) <donald.price@dot.gov>       | Required          |
|                  | Sanchez, Carlos (OST) <carlos.sanchez@dot.gov>   | Required          |
|                  | Toney, Michael (OST) <michael.toney@dot.gov>     | Required          |
|                  | CMC-02 (OST) (b) (6)                             | Required          |

|                                                         |          |
|---------------------------------------------------------|----------|
| CMC-12 (OST) (b) (6)                                    | Required |
| CMC-18 (OST) (b) (6)                                    | Required |
| Douglas Plummer <douglas.plummer@hq.dhs.gov>            | Required |
| Gaither, Timothy (OST) <Timothy.Gaither@dot.gov>        | Required |
| Morgan, Butch (OST) <Butch.Morgan@dot.gov>              | Required |
| Slaughter, Stephen (OST) <Stephen.Slaughter@dot.gov>    | Required |
| Baraban, Cindy (OST) <cindy.baraban@dot.gov>            | Required |
| Behm, Mitchell <OIG> <mitchell.behm@oig.dot.gov>        | Required |
| Bergen, Kathleen <ASO> <kathleen.bergen@faa.gov>        | Required |
| Borkar, Gitanjali (OST) <Gitanjali.Borkar@dot.gov>      | Required |
| Brown, Gregory (OST) <Gregory.Brown@dot.gov>            | Required |
| Buff, Arthur (PHMSA) <Arthur.Buff@dot.gov>              | Required |
| Dick, Randy (PHMSA) <randy.dick@dot.gov>                | Required |
| Heneghan, John (PHMSA) <John.Heneghan@dot.gov>          | Required |
| Hicks, Kari (OST) <kari.hicks@dot.gov>                  | Required |
| Hurdle, Lana (OST) <Lana.Hurdle@dot.gov>                | Required |
| Jackson, Ronald (OST) <Ronald.Jackson@dot.gov>          | Required |
| Jain, Nuns (MARAD) <Nuns.Jain@dot.gov>                  | Required |
| Kaleta, Judy (OST) <Judy.Kaleta@dot.gov>                | Required |
| Lefevre, Maria (OST) <maria.lefevre@dot.gov>            | Required |
| Marshall, Taneesha <ASO><br><taneesha.marshall@faa.gov> | Required |
| O'Harra, Michael <ASO> <michael.o'harra@faa.gov>        | Required |



|                                                              |          |
|--------------------------------------------------------------|----------|
| Patriarca Jr., Carmen (FRA)<br><Carmen.Patriarca@dot.gov>    | Required |
| Rice, Pamela (FMCSA) <pamela.rice@dot.gov>                   | Required |
| Ruban, Darrell (FMCSA) <darrell.ruban@dot.gov>               | Required |
| Szabat, Joel (OST) <Joel.Szabat@dot.gov>                     | Required |
| Taylor, Yvette (FTA) <Yvette.Taylor@dot.gov>                 | Required |
| Tucker, Deva (OST) <Deva.Tucker@dot.gov>                     | Required |
| Urisko, James (PHMSA) <james.urisko@dot.gov>                 | Required |
| Washington, Keith (OST) <Keith.Washington@dot.gov>           | Required |
| Welbes, Matt (FTA) <Matt.Welbes@dot.gov>                     | Required |
| White, Christopher (FTA) <Christopher.White@dot.gov>         | Required |
| Whyte, Dudley (FTA) <Dudley.Whyte@dot.gov>                   | Required |
| Wilson, Alicia (OST) <alicia.wilson@dot.gov>                 | Required |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>                 | Required |
| Buzby, Mark (MARAD) <mark.buzby@dot.gov>                     | Required |
| Elliott, Skip (PHMSA) <howard.elliott@dot.gov>               | Required |
| Martinez, Raymond P. (FMCSA)<br><Raymond.Martinez@dot.gov>   | Required |
| Scovel, Calvin L <OIG> <calvin.scovel@oig.dot.gov>           | Required |
| Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>           | Required |
| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>                 | Required |
| Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov>     | Required |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required |

|                                                      |          |
|------------------------------------------------------|----------|
| King, Heidi (NHTSA) <heidi.king@dot.gov>             | Required |
| Middlebrook, Craig (SLS) <Craig.Middlebrook@dot.gov> | Required |
| Pearce, Drue (PHMSA) <drue.pearce@dot.gov>           | Required |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>           | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>       | Required |
| Baldwin, Eric (OST) <Eric.Baldwin@dot.gov>           | Required |
| Baldwin, Kristen (OST) <kristen.baldwin@dot.gov>     | Required |
| Carlson, Terence (OST) <Terence.Carlson@dot.gov>     | Required |
| Feiss, Robert (OST) <robert.feiss@dot.gov>           | Required |
| Harris, Michelle (OST) <michelle.harris@dot.gov>     | Required |
| Hoilman, Brad (OST) <Brad.Hoilman@dot.gov>           | Required |
| Irving, Lori (OST) <Lori.Irving@dot.gov>             | Required |
| Kelly, Patrice (OST) <patrice.kelly@dot.gov>         | Required |
| Lord, Ken (OST) <Ken.Lord@dot.gov>                   | Required |
| Marrero, Carlos (OST) <carlos.marrero@dot.gov>       | Required |
| Martin, Rita (OST) <Rita.Martin@dot.gov>             | Required |
| Medina, Yvonne (OST) <yvonne.medina@dot.gov>         | Required |
| Petrosino, Marie (OST) <Marie.Petrosino@dot.gov>     | Required |
| Smith, Willie (OST) <Willie.Smith@dot.gov>           | Required |
| Szakal, Keith (OST) <Keith.Szakal@dot.gov>           | Required |
| Usual, James (OST) <James.Usual@dot.gov>             | Required |
| Weeks, Tesha (OST) <tesha.weeks@dot.gov>             | Required |
| Williams, Lisa (OST) <lisa.williams@dot.gov>         | Required |

|                                                        |          |
|--------------------------------------------------------|----------|
| Womack, Anita (OST) <anita.womack@dot.gov>             | Required |
| 9-awa-ash-woc@faa.gov <9-awa-ash-woc@faa.gov>          | Required |
| 'FAA Southern Region CROC' <9-esa-roc@faa.gov>         | Required |
| Few, Debra <AXE> <debra.few@faa.gov>                   | Required |
| Mansour, Jennifer <ASO> <jennifer.mansour@faa.gov>     | Required |
| Mitchell, Karlesta <AXE> <karlesta.mitchell@faa.gov>   | Required |
| Noel, Dan (OST) <dan.noel@dot.gov>                     | Required |
| Omalley, James M. <james.m.omalley.civ@mail.mil>       | Required |
| O'Malley, Mike (OST) <Mike.Omalley@dot.gov>            | Required |
| Rush, Skip (OST) <Duane.Rush@dot.gov>                  | Required |
| Walker, Josef (SLS) <Josef.Walker@dot.gov>             | Required |
| Benson, Duain (OST) <Duain.Benson@dot.gov>             | Required |
| Brown, Jan (MARAD) <Jan.Brown@dot.gov>                 | Required |
| Cruz, Augusto (OST) <augusto.cruz@dot.gov>             | Required |
| Dimapan, Bill CTR (OST) <bill.dimapan.ctr@dot.gov>     | Required |
| Dulik, Joseph CTR (OST) <joseph.dulick@dot.gov>        | Required |
| Fritz, Edison (OST) <edison.fritz@dot.gov>             | Required |
| Garner, Leonard (FRA) <leonard.garner@dot.gov>         | Required |
| Hart, Starletta CTR (OST) <starletta.hart.ctr@dot.gov> | Required |
| Plummer, Douglas (OST) <douglas.plummer@dot.gov>       | Required |
| Reed, Carl CTR (OST) <Carl.Reed.CTR@dot.gov>           | Required |
| Scott, Wanda (OST) <Wanda.Scott@dot.gov>               | Required |
| Williams, Shawn (OST) <shawn.williams@dot.gov>         | Required |

|                                                      |          |
|------------------------------------------------------|----------|
| Yateman, Diane (FTA) <Diane.Yateman@dot.gov>         | Required |
| Alan, Russ (MARAD) <russ.alan@dot.gov>               | Required |
| Alexy, Karl (FRA) <john.alex@dot.gov>                | Required |
| Amaro, Jack <OIG> <jack.amaro@oig.dot.gov>           | Required |
| Appel, Alex (FHWA) <Alex.Appel@dot.gov>              | Required |
| Brennan, Lisa (FTA) <lisa.brennan@dot.gov>           | Required |
| Burke, Steven <OIG> <steven.burke@oig.dot.gov>       | Required |
| callahan, mike (OST) <mike.callahan@dot.gov>         | Required |
| Carnes, Jason (FHWA) <jason.carnes@dot.gov>          | Required |
| Ennis, Eileen <OIG> <eileen.ennis@oig.dot.gov>       | Required |
| Farley, Audrey (PHMSA) <Audrey.Farley@dot.gov>       | Required |
| Huggins, Ricky (FRA) <ricky.huggins@dot.gov>         | Required |
| Roberson, Jennifer <AXE> <jennifer.roberson@faa.gov> | Required |
| Keenan, Alex (FMCSA) <alex.keenan@dot.gov>           | Required |
| King, Jeffrey (FHWA) <jeffrey.king@dot.gov>          | Required |
| Mays, Ed (NHTSA) <ed.mays@dot.gov>                   | Required |
| Miller, Ava (OST) <Ava.Miller@dot.gov>               | Required |
| Powell, Winslow (FTA) <Winslow.Powell@dot.gov>       | Required |
| Reyes, Jorge (OST) <jorge.reyes@dot.gov>             | Required |
| Savage, Kyle (SLS) <Kyle.Savage@dot.gov>             | Required |
| Simpson, Henry <AXE> <henry.simpson@faa.gov>         | Required |
| Stuckey, William (PHMSA) <William.Stuckey@dot.gov>   | Required |
| Supko, Stephanie (MARAD) <stephanie.supko@dot.gov>   | Required |

|                                                                      |          |
|----------------------------------------------------------------------|----------|
| Tisdale, Anthony (FTA) <Anthony.Tisdale@dot.gov>                     | Required |
| Tupay, Edmund <OIG> <edmund.tupay@oig.dot.gov>                       | Required |
| Williams, Dee (NHTSA) <Dee.Williams@dot.gov>                         | Required |
| Parker, Aaron (OST) <aaron.parker@dot.gov>                           | Required |
| Johnson, Pearlis <ASO> <pearlis.johnson@faa.gov>                     | Required |
| Kennington-Gardiner, Marie <AEA> <marie.kennington-gardiner@faa.gov> | Required |
| Lowe, Rob <CSA> <rob.lowe@faa.gov>                                   | Required |
| Rohlf, John (FHWA) <John.Rohlf@dot.gov>                              | Required |
| Scott, Curtis (FHWA) <Curtis.Scott@dot.gov>                          | Required |
| Suarez, Ricardo (FHWA) <Ricardo.Suarez@dot.gov>                      | Required |
| Suomi, David C <ANM> <david.suomi@faa.gov>                           | Required |
| Barber, Gary <ASW> <gary.barber@faa.gov>                             | Required |
| Hericks, Kristan (FMCSA) <kristan.hericks@dot.gov>                   | Required |
| Hesse, Paul (FHWA) <Paul.Hesse@dot.gov>                              | Required |
| Robinson, James F <AEA> <james.f.robinson@faa.gov>                   | Required |
| Lutes, David <WSA> <david.lutes@faa.gov>                             | Required |
| Matthews, Michael (FHWA)<br><michael.matthews@dot.gov>               | Required |
| McSpaden, Jeffry (FHWA) <Jeffry.McSpaden@dot.gov>                    | Required |
| Russell, Leah <ASO> <leah.russell@faa.gov>                           | Required |
| Sacks, Cindy <AAL> <cindy.sacks@faa.gov>                             | Required |
| Sheehan, Terry (Volpe) <Terry.Sheehan@dot.gov>                       | Required |
| Williams, Ron (FHWA) <Ron.Williams@dot.gov>                          | Required |

|                                                             |          |
|-------------------------------------------------------------|----------|
| Allen, Curtis (FMCSA) <Curtis.Allen@dot.gov>                | Required |
| Amereihn, Tina <AWA> <tina.amereihn@faa.gov>                | Required |
| Burleson, Carl <AWA> <carl.burleson@faa.gov>                | Required |
| Calhoun, Scott (OST) <Scott.Calhoun@dot.gov>                | Required |
| Flennoy, Jason (OST) <jason.flennoy@dot.gov>                | Required |
| Harrington, Douglas (MARAD)<br><douglas.harrington@dot.gov> | Required |
| Hinz, Deborah (OST) <deborah.hinz@dot.gov>                  | Required |
| Kaag, Bill (MARAD) <Bill.Kaag@dot.gov>                      | Required |
| Kalsbeek, Amie (OST) <amie.kalsbeek@dot.gov>                | Required |
| Kehrli, Mark (FHWA) <Mark.Kehrli@dot.gov>                   | Required |
| Koffman, Chaya (FTA) <chaya.koffman@dot.gov>                | Required |
| Moore, Richard (OST) <richard.moore@dot.gov>                | Required |
| Moss, Kelly (OST) <kelly.moss@dot.gov>                      | Required |
| Nifosi, Dana (FTA) <Dana.Nifosi@dot.gov>                    | Required |
| Quade, William (FMCSA) <william.quade@dot.gov>              | Required |
| Rouse, Devin (FRA) <devin.rouse@dot.gov>                    | Required |
| Tackett, Christina (PHMSA) <christina.tackett@dot.gov>      | Required |
| Tahamtani, Massoud (PHMSA)<br><massoud.tahamtani@dot.gov>   | Required |
| Turner, Vaughn <AWA> <vaughn.turner@faa.gov>                | Required |
| Williams, Wayne A (SLS) <Wayne.A.Williams@dot.gov>          | Required |
| DOT-Political-Appointees<br>(b) (6)                         | Required |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>                | Required |

|                                                           |          |
|-----------------------------------------------------------|----------|
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| O'Berry, Donna (OST) <donna.o'berry@dot.gov>              | Required |
| Chavez, Richard (OST) <richard.chavez@dot.gov>            | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                    | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>              | Required |
| Neal, Rebecca (NHTSA) <rebecca.neal@dot.gov>              | Required |
| Riccardo, George (OST) <george.riccardo@dot.gov>          | Required |
| Bedell, Anthony (OST) <anthony.bedell@dot.gov>            | Required |
| Poole, Sean (FMCSA) <sean.poole@dot.gov>                  | Required |
| Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>          | Optional |
| Wilkinson, James (OST) <james.wilkinson@dot.gov>          | Optional |
| Tse, Marina (OST) <marina.tse@dot.gov>                    | Optional |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Optional |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                | Optional |
| Short, David (OST) <david.short@dot.gov>                  | Optional |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                    | Optional |
| Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>            | Optional |
| Albright, Jack (OST) <jack.albright@dot.gov>              | Optional |
| Nelson, Keith (OST) <keith.nelson@dot.gov>                | Optional |
| Smith, Loren (OST) <Loren.Smith@dot.gov>                  | Optional |
| Morrison, Jonathan (NHTSA)<br><Jonathan.Morrison@dot.gov> | Optional |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Optional |

▲ **Time** 10:30 AM – 11:00 AM  
**Subject** DOT/WH Motorpool  
**Categories** Green Category  
**Attendees** **Name <E-mail>** **Attendance**  
Burr, Geoff (OST) <geoff.burr@dot.gov> Organizer  
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> Required

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▲ **Time** 11:00 AM – 12:00 PM  
**Subject** WH: Meeting to Discuss 2019  
**Location** White House Situation Room  
**Attendees** **Name <E-mail>** **Attendance**  
Burr, Geoff (OST) <geoff.burr@dot.gov> Organizer  
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> Required

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▲ **Time** 12:00 PM – 12:30 PM  
**Subject** WH/DOT Motorpool  
**Categories** Green Category  
**Attendees** **Name <E-mail>** **Attendance**  
Burr, Geoff (OST) <geoff.burr@dot.gov> Organizer  
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> Required

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▲ **Time** 2:30 PM – 3:00 PM  
**Subject** Website  
**Location** Geoffs Office W90-314  
**Attendees** **Name <E-mail>** **Attendance**  
Burr, Geoff (OST) <geoff.burr@dot.gov> Organizer  
McInerney, Marianne (OST) <marianne.mcinerney@dot.gov> Required  
Hildebrand, Vicki (OST) <victoria.hildebrand@dot.gov> Required

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▲ **Time** 3:00 PM – 3:30 PM  
**Subject** Interview with (b) (6) for FTA Public Affairs  
**Location** Geoff's Office  
**Attendees** **Name <E-mail>** **Attendance**  
Simon, Doug (OST) <doug.simon@dot.gov> Organizer



Inman, Todd (OST) <todd.inman@dot.gov> Required

Burr, Geoff (OST) <geoff.burr@dot.gov> Required

Bibbs-Daniels, Rita (OST) <Rita.Bibbs-Daniels@dot.gov> Required

▲ **Time** 3:30 PM – 3:40 PM

**Subject** Christina Aizcorbe

**Location** Geoff's Office

**Attendees**

| Name <E-mail>                                          | Attendance |
|--------------------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                 | Organizer  |
| Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov> | Required   |

▲ **Time** 3:45 PM – 4:15 PM

**Subject** Paul Johnson

**Location** Geoff's office

**Attendees**

| Name <E-mail>                          | Attendance |
|----------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov> | Organizer  |
| Johnson, Paul (b) (6)                  | Required   |
| Paul Johnson (b) (6)                   | Required   |

**Thursday, October 11, 2018**

▲ **Time** 9:00 AM – 9:30 AM

**Subject** Weekly (Non-Career) Staff Meeting

**Location** ConfRm-HQ-Lincoln Room (OST)

**Recurrence** Occurs every Thursday effective 10/4/2018 until 10/25/2018 from 9:00 AM to 9:30 AM

**Attendees**

| Name <E-mail>                                           | Attendance |
|---------------------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                  | Organizer  |
| Martinez, Raymond P. (FMCSA) <Raymond.Martinez@dot.gov> | Required   |
| Koehlke, Alex <Alex.Koehlke@dot.gov>                    | Required   |
| Riccardo, George (OST) <george.riccardo@dot.gov>        | Required   |
| Smeda, Elisabeth <AWA> <elisabeth.smeda@faa.gov>        | Required   |
| Plans, Barry (OST) <barry.plans@dot.gov>                | Required   |

|                                                         |          |
|---------------------------------------------------------|----------|
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| Cipriano, Peter (FRA) <peter.cipriano@dot.gov>          | Required |

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|--------------------------------------------------------------|----------|
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| Shaffer, Kirk <kirk.shaffer@faa.gov>                        | Required |

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**Time** 9:30 AM – 10:00 AM  
**Subject** Canceled: ERT and Non-Career Staff Situational Brief  
**Location** CMC E12-350  
**Recurrence** Occurs every day effective 10/10/2018 until 10/16/2018 from 9:30 AM to 10:00 AM  
**Reminder** 15 minutes  
 Emergency Response Team (ERT) and Non-Career Staff.

There will be a situational brief in the Crisis Management Center (CMC) on Friday October 12 through Tuesday October 16, 2018 from 9:30 AM EDT – 10:00 AM EDT. Each Operating Administration should be prepared to brief on preparedness activities for Hurricane Michael and any impacts to the Gulf Coast.

For ERT members and Non-Career Staff who cannot attend in person, a teleconference line will be established using the following number: (b) (6) and Pin (b) (6)

Crisis Management Center (CMC)

202-366-1863

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                       | <b>Attendance</b> |
|------------------|--------------------------------------------------|-------------------|
|                  | CMC-01 (OST) (b) (6)                             | Organizer         |
|                  | Dixon, Keith (OST) <keith.dixon@dot.gov>         | Required          |
|                  | Eldridge, Justin (OST) <justin.eldridge@dot.gov> | Required          |
|                  | Fleming, Cynthia (OST) <cynthia.fleming@dot.gov> | Required          |
|                  | Kirk, Robert (OST) <robert.kirk@dot.gov>         | Required          |
|                  | Price, Donald (OST) <donald.price@dot.gov>       | Required          |
|                  | Sanchez, Carlos (OST) <carlos.sanchez@dot.gov>   | Required          |
|                  | Toney, Michael (OST) <michael.toney@dot.gov>     | Required          |
|                  | CMC-02 (OST) (b) (6)                             | Required          |
|                  | CMC-12 (OST) (b) (6)                             | Required          |

|                                                           |          |
|-----------------------------------------------------------|----------|
| CMC-18 (OST) (b) (6)                                      | Required |
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| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>                 | Required |
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| Williams, Wayne A (SLS) <Wayne.A.Williams@dot.gov>          | Required |
| DOT-Political-Appointees<br>(b) (6)                         | Required |
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| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov>   | Required |

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| Inman, Todd (OST) <todd.inman@dot.gov>                    | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>              | Required |
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| Riccardo, George (OST) <george.riccardo@dot.gov>          | Required |
| Bedell, Anthony (OST) <anthony.bedell@dot.gov>            | Required |
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| Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>          | Optional |
| Wilkinson, James (OST) <james.wilkinson@dot.gov>          | Optional |
| Tse, Marina (OST) <marina.tse@dot.gov>                    | Optional |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Optional |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                | Optional |
| Short, David (OST) <david.short@dot.gov>                  | Optional |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                    | Optional |
| Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>            | Optional |
| Albright, Jack (OST) <jack.albright@dot.gov>              | Optional |
| Nelson, Keith (OST) <keith.nelson@dot.gov>                | Optional |
| Smith, Loren (OST) <Loren.Smith@dot.gov>                  | Optional |
| Morrison, Jonathan (NHTSA)<br><Jonathan.Morrison@dot.gov> | Optional |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Optional |

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▲
**Time** 3:00 PM – 3:30 PM  
**Subject** Pre-brief IT FMCSA  
**Location** Geoffs office W90-314

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                 | <b>Attendance</b> |
|------------------|------------------------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                     | Organizer         |
|                  | Martinez, Raymond P. (FMCSA)<br><Raymond.Martinez@dot.gov> | Required          |

▲ **Time** 4:00 PM – 4:45 PM  
**Subject** Newark Airport Discussion  
**Location** S2 Conference Room  
Briefing material attached.

Do NOT forward this invite. If you want to add someone, let me know, and I'll add them to the invite.

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                       | <b>Attendance</b> |
|------------------|--------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>       | Organizer         |
|                  | Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>     | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>             | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>     | Required          |
|                  | Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>   | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>           | Required          |
|                  | Hanson, Alan (OST) <Alan.Hanson@dot.gov>         | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>           | Required          |
|                  | Ray, James (OST) <Jim.Ray@dot.gov>               | Required          |
|                  | Planty, Jeffrey <AWA> <jeffrey.planty@faa.gov>   | Required          |
|                  | Dragotto, Bonnie <AWA> <bonnie.dragotto@faa.gov> | Required          |
|                  | Anderson, Angela <AAI> <angela.anderson@faa.gov> | Required          |
|                  | Murphy, Dan <AWA> <dan.murphy@faa.gov>           | Required          |
|                  | Bailey, Megan <AWA> <megan.bailey@faa.gov>       | Required          |

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**Friday, October 12, 2018**

▲ **Time** 9:15 AM – 9:30 AM  
**Subject** follow up  
**Location** CoS Burr Office (Heidi to be dialed in)  
**Attendees**

| <b>Name &lt;E-mail&gt;</b>               | <b>Attendance</b> |
|------------------------------------------|-------------------|
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>   | Organizer         |
| Burr, Geoff (OST) <geoff.burr@dot.gov>   | Required          |
| King, Heidi (NHTSA) <heidi.king@dot.gov> | Required          |
| Owens, James (OST) <James.Owens@dot.gov> | Required          |

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▲ **Time** 9:30 AM – 10:00 AM  
**Subject** Canceled: ERT and Non-Career Staff Situational Brief  
**Location** CMC E12-350  
**Recurrence** Occurs every day effective 10/10/2018 until 10/16/2018 from 9:30 AM to 10:00 AM  
**Reminder** 15 minutes  
Emergency Response Team (ERT) and Non-Career Staff.

There will be a situational brief in the Crisis Management Center (CMC) on Friday October 12 through Tuesday October 16, 2018 from 9:30 AM EDT – 10:00 AM EDT. Each Operating Administration should be prepared to brief on preparedness activities for Hurricane Michael and any impacts to the Gulf Coast.

For ERT members and Non-Career Staff who cannot attend in person, a teleconference line will be established using the following number: (b) (6) and Pin: (b) (6)

Crisis Management Center (CMC)

202-366-1863

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                       | <b>Attendance</b> |
|------------------|--------------------------------------------------|-------------------|
|                  | CMC-01 (OST) (b) (6)                             | Organizer         |
|                  | Dixon, Keith (OST) <keith.dixon@dot.gov>         | Required          |
|                  | Eldridge, Justin (OST) <justin.eldridge@dot.gov> | Required          |



|                                                      |          |
|------------------------------------------------------|----------|
| Fleming, Cynthia (OST) <cynthia.fleming@dot.gov>     | Required |
| Kirk, Robert (OST) <robert.kirk@dot.gov>             | Required |
| Price, Donald (OST) <donald.price@dot.gov>           | Required |
| Sanchez, Carlos (OST) <carlos.sanchez@dot.gov>       | Required |
| Toney, Michael (OST) <michael.toney@dot.gov>         | Required |
| CMC-02 (OST) (b) (6)                                 | Required |
| CMC-12 (OST) (b) (6)                                 | Required |
| CMC-18 (OST) (b) (6)                                 | Required |
| Douglas Plummer <douglas.plummer@hq.dhs.gov>         | Required |
| Gaither, Timothy (OST) <Timothy.Gaither@dot.gov>     | Required |
| Morgan, Butch (OST) <Butch.Morgan@dot.gov>           | Required |
| Slaughter, Stephen (OST) <Stephen.Slaughter@dot.gov> | Required |
| Baraban, Cindy (OST) <cindy.baraban@dot.gov>         | Required |
| Behm, Mitchell <OIG> <mitchell.behm@oig.dot.gov>     | Required |
| Bergen, Kathleen <ASO> <kathleen.bergen@faa.gov>     | Required |
| Borkar, Gitanjali (OST) <Gitanjali.Borkar@dot.gov>   | Required |
| Brown, Gregory (OST) <Gregory.Brown@dot.gov>         | Required |
| Buff, Arthur (PHMSA) <Arthur.Buff@dot.gov>           | Required |
| Dick, Randy (PHMSA) <randy.dick@dot.gov>             | Required |
| Heneghan, John (PHMSA) <John.Heneghan@dot.gov>       | Required |
| Hicks, Kari (OST) <kari.hicks@dot.gov>               | Required |
| Hurdle, Lana (OST) <Lana.Hurdle@dot.gov>             | Required |
| Jackson, Ronald (OST) <Ronald.Jackson@dot.gov>       | Required |

|                                                            |          |
|------------------------------------------------------------|----------|
| Jain, Nuns (MARAD) <Nuns.Jain@dot.gov>                     | Required |
| Kaleta, Judy (OST) <Judy.Kaleta@dot.gov>                   | Required |
| Lefevre, Maria (OST) <maria.lefevre@dot.gov>               | Required |
| Marshall, Taneesha <ASO><br><taneesha.marshall@faa.gov>    | Required |
| O'Harra, Michael <ASO> <michael.o'harra@faa.gov>           | Required |
| Patriarca Jr., Carmen (FRA)<br><Carmen.Patriarca@dot.gov>  | Required |
| Rice, Pamela (FMCSA) <pamela.rice@dot.gov>                 | Required |
| Ruban, Darrell (FMCSA) <darrell.ruban@dot.gov>             | Required |
| Szabat, Joel (OST) <Joel.Szabat@dot.gov>                   | Required |
| Taylor, Yvette (FTA) <Yvette.Taylor@dot.gov>               | Required |
| Tucker, Deva (OST) <Deva.Tucker@dot.gov>                   | Required |
| Urisko, James (PHMSA) <james.urisko@dot.gov>               | Required |
| Washington, Keith (OST) <Keith.Washington@dot.gov>         | Required |
| Welbes, Matt (FTA) <Matt.Welbes@dot.gov>                   | Required |
| White, Christopher (FTA) <Christopher.White@dot.gov>       | Required |
| Whyte, Dudley (FTA) <Dudley.Whyte@dot.gov>                 | Required |
| Wilson, Alicia (OST) <alicia.wilson@dot.gov>               | Required |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>               | Required |
| Buzby, Mark (MARAD) <mark.buzby@dot.gov>                   | Required |
| Elliott, Skip (PHMSA) <howard.elliott@dot.gov>             | Required |
| Martinez, Raymond P. (FMCSA)<br><Raymond.Martinez@dot.gov> | Required |
| Scovel, Calvin L <OIG> <calvin.scovel@oig.dot.gov>         | Required |

Balzano, Richard (MARAD) <Richard.Balzano@dot.gov> Required

Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov> Required

Gautreaux, Cathy F. (FMCSA)  
<cathy.gautreaux@dot.gov> Required

Hendrickson, Brandye (FHWA)  
<Brandye.Hendrickson@dot.gov> Required

King, Heidi (NHTSA) <heidi.king@dot.gov> Required

Middlebrook, Craig (SLS) <Craig.Middlebrook@dot.gov> Required

Pearce, Drue (PHMSA) <drue.pearce@dot.gov> Required

Sturges, Matt (FRA) <Matt.Sturges@dot.gov> Required

Williams, Jane (FTA) <k.jane.williams@dot.gov> Required

Baldwin, Eric (OST) <Eric.Baldwin@dot.gov> Required

Baldwin, Kristen (OST) <kristen.baldwin@dot.gov> Required

Carlson, Terence (OST) <Terence.Carlson@dot.gov> Required

Feiss, Robert (OST) <robert.feiss@dot.gov> Required

Harris, Michelle (OST) <michelle.harris@dot.gov> Required

Hoilman, Brad (OST) <Brad.Hoilman@dot.gov> Required

Irving, Lori (OST) <Lori.Irving@dot.gov> Required

Kelly, Patrice (OST) <patrice.kelly@dot.gov> Required

Lord, Ken (OST) <Ken.Lord@dot.gov> Required

Marrero, Carlos (OST) <carlos.marrero@dot.gov> Required

Martin, Rita (OST) <Rita.Martin@dot.gov> Required

Medina, Yvonne (OST) <yvonne.medina@dot.gov> Required

Petrosino, Marie (OST) <Marie.Petrosino@dot.gov> Required

|                                                      |          |
|------------------------------------------------------|----------|
| Smith, Willie (OST) <Willie.Smith@dot.gov>           | Required |
| Szagal, Keith (OST) <Keith.Szagal@dot.gov>           | Required |
| Usual, James (OST) <James.Usual@dot.gov>             | Required |
| Weeks, Tesha (OST) <tesha.weeks@dot.gov>             | Required |
| Williams, Lisa (OST) <lisa.williams@dot.gov>         | Required |
| Womack, Anita (OST) <anita.womack@dot.gov>           | Required |
| 9-awa-ash-woc@faa.gov <9-awa-ash-woc@faa.gov>        | Required |
| 'FAA Southern Region CROC' <9-esa-roc@faa.gov>       | Required |
| Few, Debra <AXE> <debra.few@faa.gov>                 | Required |
| Mansour, Jennifer <ASO> <jennifer.mansour@faa.gov>   | Required |
| Mitchell, Karlesta <AXE> <karlesta.mitchell@faa.gov> | Required |
| Noel, Dan (OST) <dan.noel@dot.gov>                   | Required |
| Omalley, James M. <james.m.omalley.civ@mail.mil>     | Required |
| O'Malley, Mike (OST) <Mike.Omalley@dot.gov>          | Required |
| Rush, Skip (OST) <Duane.Rush@dot.gov>                | Required |
| Walker, Josef (SLS) <Josef.Walker@dot.gov>           | Required |
| Benson, Duain (OST) <Duain.Benson@dot.gov>           | Required |
| Brown, Jan (MARAD) <Jan.Brown@dot.gov>               | Required |
| Cruz, Augusto (OST) <augusto.cruz@dot.gov>           | Required |
| Dimapan, Bill CTR (OST) <bill.dimapan.ctr@dot.gov>   | Required |
| Dulik, Joseph CTR (OST) <joseph.dulick@dot.gov>      | Required |
| Fritz, Edison (OST) <edison.fritz@dot.gov>           | Required |
| Garner, Leonard (FRA) <leonard.garner@dot.gov>       | Required |

|                                                        |          |
|--------------------------------------------------------|----------|
| Hart, Starletta CTR (OST) <starletta.hart.ctr@dot.gov> | Required |
| Plummer, Douglas (OST) <douglas.plummer@dot.gov>       | Required |
| Reed, Carl CTR (OST) <Carl.Reed.CTR@dot.gov>           | Required |
| Scott, Wanda (OST) <Wanda.Scott@dot.gov>               | Required |
| Williams, Shawn (OST) <shawn.williams@dot.gov>         | Required |
| Yateman, Diane (FTA) <Diane.Yateman@dot.gov>           | Required |
| Alan, Russ (MARAD) <russ.alan@dot.gov>                 | Required |
| Alexy, Karl (FRA) <john.alex@dot.gov>                  | Required |
| Amaro, Jack <OIG> <jack.amaro@oig.dot.gov>             | Required |
| Appel, Alex (FHWA) <Alex.Appel@dot.gov>                | Required |
| Brennan, Lisa (FTA) <lisa.brennan@dot.gov>             | Required |
| Burke, Steven <OIG> <steven.burke@oig.dot.gov>         | Required |
| callahan, mike (OST) <mike.callahan@dot.gov>           | Required |
| Carnes, Jason (FHWA) <jason.carnes@dot.gov>            | Required |
| Ennis, Eileen <OIG> <eileen.ennis@oig.dot.gov>         | Required |
| Farley, Audrey (PHMSA) <Audrey.Farley@dot.gov>         | Required |
| Huggins, Ricky (FRA) <ricky.huggins@dot.gov>           | Required |
| Roberson, Jennifer <AXE> <jennifer.roberson@faa.gov>   | Required |
| Keenan, Alex (FMCSA) <alex.keenan@dot.gov>             | Required |
| King, Jeffrey (FHWA) <jeffrey.king@dot.gov>            | Required |
| Mays, Ed (NHTSA) <ed.mays@dot.gov>                     | Required |
| Miller, Ava (OST) <Ava.Miller@dot.gov>                 | Required |
| Powell, Winslow (FTA) <Winslow.Powell@dot.gov>         | Required |

|                                                                      |          |
|----------------------------------------------------------------------|----------|
| Reyes, Jorge (OST) <jorge.reyes@dot.gov>                             | Required |
| Savage, Kyle (SLS) <Kyle.Savage@dot.gov>                             | Required |
| Simpson, Henry <AXE> <henry.simpson@faa.gov>                         | Required |
| Stuckey, William (PHMSA) <William.Stuckey@dot.gov>                   | Required |
| Supko, Stephanie (MARAD) <stephanie.supko@dot.gov>                   | Required |
| Tisdale, Anthony (FTA) <Anthony.Tisdale@dot.gov>                     | Required |
| Tupay, Edmund <OIG> <edmund.tupay@oig.dot.gov>                       | Required |
| Williams, Dee (NHTSA) <Dee.Williams@dot.gov>                         | Required |
| Parker, Aaron (OST) <aaron.parker@dot.gov>                           | Required |
| Johnson, Pearlis <ASO> <pearlis.johnson@faa.gov>                     | Required |
| Kennington-Gardiner, Marie <AEA> <marie.kennington-gardiner@faa.gov> | Required |
| Lowe, Rob <CSA> <rob.lowe@faa.gov>                                   | Required |
| Rohlf, John (FHWA) <John.Rohlf@dot.gov>                              | Required |
| Scott, Curtis (FHWA) <Curtis.Scott@dot.gov>                          | Required |
| Suarez, Ricardo (FHWA) <Ricardo.Suarez@dot.gov>                      | Required |
| Suomi, David C <ANM> <david.suomi@faa.gov>                           | Required |
| Barber, Gary <ASW> <gary.barber@faa.gov>                             | Required |
| Hericks, Kristan (FMCSA) <kristan.hericks@dot.gov>                   | Required |
| Hesse, Paul (FHWA) <Paul.Hesse@dot.gov>                              | Required |
| Robinson, James F <AEA> <james.f.robinson@faa.gov>                   | Required |
| Lutes, David <WSA> <david.lutes@faa.gov>                             | Required |
| Matthews, Michael (FHWA) <michael.matthews@dot.gov>                  | Required |

|                                                             |          |
|-------------------------------------------------------------|----------|
| McSpaden, Jeffry (FHWA) <Jeffry.McSpaden@dot.gov>           | Required |
| Russell, Leah <ASO> <leah.russell@faa.gov>                  | Required |
| Sacks, Cindy <AAL> <cindy.sacks@faa.gov>                    | Required |
| Sheehan, Terry (Volpe) <Terry.Sheehan@dot.gov>              | Required |
| Williams, Ron (FHWA) <Ron.Williams@dot.gov>                 | Required |
| Allen, Curtis (FMCSA) <Curtis.Allen@dot.gov>                | Required |
| Amereihn, Tina <AWA> <tina.amereihn@faa.gov>                | Required |
| Burleson, Carl <AWA> <carl.burleson@faa.gov>                | Required |
| Calhoun, Scott (OST) <Scott.Calhoun@dot.gov>                | Required |
| Flennoy, Jason (OST) <jason.flennoy@dot.gov>                | Required |
| Harrington, Douglas (MARAD)<br><douglas.harrington@dot.gov> | Required |
| Hinz, Deborah (OST) <deborah.hinz@dot.gov>                  | Required |
| Kaag, Bill (MARAD) <Bill.Kaag@dot.gov>                      | Required |
| Kalsbeek, Amie (OST) <amie.kalsbeek@dot.gov>                | Required |
| Kehrli, Mark (FHWA) <Mark.Kehrli@dot.gov>                   | Required |
| Koffman, Chaya (FTA) <chaya.koffman@dot.gov>                | Required |
| Moore, Richard (OST) <richard.moore@dot.gov>                | Required |
| Moss, Kelly (OST) <kelly.moss@dot.gov>                      | Required |
| Nifosi, Dana (FTA) <Dana.Nifosi@dot.gov>                    | Required |
| Quade, William (FMCSA) <william.quade@dot.gov>              | Required |
| Rouse, Devin (FRA) <devin.rouse@dot.gov>                    | Required |
| Tackett, Christina (PHMSA) <christina.tackett@dot.gov>      | Required |

|                                                           |          |
|-----------------------------------------------------------|----------|
| Tahamtani, Massoud (PHMSA)<br><massoud.tahamtani@dot.gov> | Required |
| Turner, Vaughn <AWA> <vaughn.turner@faa.gov>              | Required |
| Williams, Wayne A (SLS) <Wayne.A.Williams@dot.gov>        | Required |
| DOT-Political-Appointees<br>(b) (6)                       | Required |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| O'Berry, Donna (OST) <donna.o'berry@dot.gov>              | Required |
| Chavez, Richard (OST) <richard.chavez@dot.gov>            | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                    | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>              | Required |
| Neal, Rebecca (NHTSA) <rebecca.neal@dot.gov>              | Required |
| Riccardo, George (OST) <george.riccardo@dot.gov>          | Required |
| Bedell, Anthony (OST) <anthony.bedell@dot.gov>            | Required |
| Poole, Sean (FMCSA) <sean.poole@dot.gov>                  | Required |
| Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>          | Optional |
| Wilkinson, James (OST) <james.wilkinson@dot.gov>          | Optional |
| Tse, Marina (OST) <marina.tse@dot.gov>                    | Optional |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Optional |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                | Optional |
| Short, David (OST) <david.short@dot.gov>                  | Optional |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                    | Optional |
| Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>            | Optional |



|                                                           |          |
|-----------------------------------------------------------|----------|
| Albright, Jack (OST) <jack.albright@dot.gov>              | Optional |
| Nelson, Keith (OST) <keith.nelson@dot.gov>                | Optional |
| Smith, Loren (OST) <Loren.Smith@dot.gov>                  | Optional |
| Morrison, Jonathan (NHTSA)<br><Jonathan.Morrison@dot.gov> | Optional |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Optional |

▲ **Time** 9:30 AM – 10:00 AM  
**Subject** Canceled: Schedule Review  
**Location** COS Office  
**Recurrence** Occurs every Friday effective 10/5/2018 until 10/26/2018 from 9:30 AM to 10:00 AM  
**Importance** High

**Attendees**

| Name <E-mail>                              | Attendance |
|--------------------------------------------|------------|
| Edwards, Sara (OST) <sara.edwards@dot.gov> | Organizer  |
| Burr, Geoff (OST) <geoff.burr@dot.gov>     | Required   |

▲ **Time** 10:00 AM – 10:15 AM  
**Subject** FAA  
**Location** Emily will call Geoff at (b) (6)

**Attendees**

| Name <E-mail>                          | Attendance |
|----------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov> | Organizer  |
| ekirlin (b) (6) (b) (6)                | Required   |
| ekirlin (b) (6) (b) (6)                | Required   |

▲ **Time** 10:30 AM – 11:15 AM  
**Subject** Oversight Meeting  
**Location** S2 Conference Room

**Attendees**

| Name <E-mail>                                    | Attendance |
|--------------------------------------------------|------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>       | Organizer  |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> | Required   |
| Burr, Geoff (OST) <geoff.burr@dot.gov>           | Required   |
| Inman, Todd (OST) <todd.inman@dot.gov>           | Required   |

|                                                        |          |
|--------------------------------------------------------|----------|
| Kan, Derek (OST) <derek.kan@dot.gov>                   | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>               | Required |
| Owens, James (OST) <James.Owens@dot.gov>               | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                 | Required |
| Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov> | Required |

▲ **Time** 11:30 AM – 12:00 PM  
**Subject** FACA Meeting

**Location** (b) (5)



J. Todd Inman  
 Deputy Chief of Staff  
 United States Department of Transportation  
 West Building Secretary Suite  
 W90-321  
 1200 New Jersey Ave S.E.  
 Washington DC 20590

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                     | <b>Attendance</b> |
|------------------|------------------------------------------------|-------------------|
|                  | Simon, Doug (OST) <doug.simon@dot.gov>         | Organizer         |
|                  | Lund, Caryn M (OST) <caryn.moore.lund@dot.gov> | Required          |
|                  | Hanson, Alan (OST) <Alan.Hanson@dot.gov>       | Required          |

|                                              |          |
|----------------------------------------------|----------|
| Inman, Todd (OST) <todd.inman@dot.gov>       | Required |
| Burr, Geoff (OST) <geoff.burr@dot.gov>       | Required |
| Morris, Willis (OST) <willis.morris@dot.gov> | Required |
| Wang, Tim (OST) <tim.wang@dot.gov>           | Required |
| Smith, Loren (OST) <Loren.Smith@dot.gov>     | Required |

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▲ **Time** 12:00 PM – 1:00 PM  
**Subject** Lunch- Chris Hanson  
**Location** (b) (6)

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▲ **Time** 2:00 PM – 2:30 PM  
**Subject** Meeting w/Deputy Secretary Rosen  
**Location** S2 Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                         | <b>Attendance</b> |
|------------------|----------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>         | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>             | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>               | Required          |
|                  | Buzby, Mark (MARAD) <mark.buzby@dot.gov>           | Required          |
|                  | Balzano, Richard (MARAD) <Richard.Balzano@dot.gov> | Required          |

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▲ **Time** 3:00 PM – 3:10 PM  
**Subject** Ruth

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                    | <b>Attendance</b> |
|------------------|---------------------------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                        | Organizer         |
|                  | Ruth Knouse (OST) (ruth.knouse@dot.gov) <ruth.knouse@dot.gov> | Required          |
|                  | Ruth Knouse (OST) (ruth.knouse@dot.gov) <ruth.knouse@dot.gov> | Required          |

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**Saturday, October 13, 2018**

▲ **Time** 9:30 AM – 10:00 AM  
**Subject** Canceled: ERT and Non-Career Staff Situational Brief  
**Location** CMC E12-350

**Recurrence** Occurs every day effective 10/10/2018 until 10/16/2018 from 9:30 AM to 10:00 AM  
**Reminder** 15 minutes  
Emergency Response Team (ERT) and Non-Career Staff.

There will be a situational brief in the Crisis Management Center (CMC) on Friday October 12 through Tuesday October 16, 2018 from 9:30 AM EDT – 10:00 AM EDT. Each Operating Administration should be prepared to brief on preparedness activities for Hurricane Michael and any impacts to the Gulf Coast.

For ERT members and Non-Career Staff who cannot attend in person, a teleconference line will be established using the following number: (b) (6) and Pin: (b) (6)

Crisis Management Center (CMC)

202-366-1863

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                       | <b>Attendance</b> |
|------------------|--------------------------------------------------|-------------------|
|                  | CMC-01 (OST) (b) (6) >                           | Organizer         |
|                  | Dixon, Keith (OST) <keith.dixon@dot.gov>         | Required          |
|                  | Eldridge, Justin (OST) <justin.eldridge@dot.gov> | Required          |
|                  | Fleming, Cynthia (OST) <cynthia.fleming@dot.gov> | Required          |
|                  | Kirk, Robert (OST) <robert.kirk@dot.gov>         | Required          |
|                  | Price, Donald (OST) <donald.price@dot.gov>       | Required          |
|                  | Sanchez, Carlos (OST) <carlos.sanchez@dot.gov>   | Required          |
|                  | Toney, Michael (OST) <michael.toney@dot.gov>     | Required          |
|                  | CMC-02 (OST) (b) (6)                             | Required          |
|                  | CMC-12 (OST) (b) (6)                             | Required          |
|                  | CMC-18 (OST) (b) (6)                             | Required          |
|                  | Douglas Plummer <douglas.plummer@hq.dhs.gov>     | Required          |

|                                                           |          |
|-----------------------------------------------------------|----------|
| Gaither, Timothy (OST) <Timothy.Gaither@dot.gov>          | Required |
| Morgan, Butch (OST) <Butch.Morgan@dot.gov>                | Required |
| Slaughter, Stephen (OST) <Stephen.Slaughter@dot.gov>      | Required |
| Baraban, Cindy (OST) <cindy.baraban@dot.gov>              | Required |
| Behm, Mitchell <OIG> <mitchell.behm@oig.dot.gov>          | Required |
| Bergen, Kathleen <ASO> <kathleen.bergen@faa.gov>          | Required |
| Borkar, Gitanjali (OST) <Gitanjali.Borkar@dot.gov>        | Required |
| Brown, Gregory (OST) <Gregory.Brown@dot.gov>              | Required |
| Buff, Arthur (PHMSA) <Arthur.Buff@dot.gov>                | Required |
| Dick, Randy (PHMSA) <randy.dick@dot.gov>                  | Required |
| Heneghan, John (PHMSA) <John.Heneghan@dot.gov>            | Required |
| Hicks, Kari (OST) <kari.hicks@dot.gov>                    | Required |
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| DOT-Political-Appointees<br>(b) (6)                         | Required |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>                | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov>   | Required |
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| Tse, Marina (OST) <marina.tse@dot.gov>                    | Optional |
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| Morrison, Jonathan (NHTSA)<br><Jonathan.Morrison@dot.gov> | Optional |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Optional |

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**Sunday, October 14, 2018**

▲ **Time** 9:30 AM – 10:00 AM  
**Subject** Canceled: ERT and Non-Career Staff Situational Brief  
**Location** CMC E12-350  
**Recurrence** Occurs every day effective 10/10/2018 until 10/16/2018 from 9:30 AM to 10:00 AM  
**Reminder** 15 minutes

Emergency Response Team (ERT) and Non-Career Staff.

There will be a situational brief in the Crisis Management Center (CMC) on Friday October 12 through Tuesday October 16, 2018 from 9:30 AM EDT – 10:00 AM EDT. Each Operating Administration should be prepared to brief on preparedness activities for Hurricane Michael and any impacts to the Gulf Coast.

For ERT members and Non-Career Staff who cannot attend in person, a teleconference line will be established using the following number: (b) (6) and Pin: (b) (6)

Crisis Management Center (CMC)

202-366-1863

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                       | <b>Attendance</b> |
|------------------|--------------------------------------------------|-------------------|
|                  | CMC-01 (OST) (b) (6)                             | Organizer         |
|                  | Dixon, Keith (OST) <keith.dixon@dot.gov>         | Required          |
|                  | Eldridge, Justin (OST) <justin.eldridge@dot.gov> | Required          |
|                  | Fleming, Cynthia (OST) <cynthia.fleming@dot.gov> | Required          |
|                  | Kirk, Robert (OST) <robert.kirk@dot.gov>         | Required          |
|                  | Price, Donald (OST) <donald.price@dot.gov>       | Required          |
|                  | Sanchez, Carlos (OST) <carlos.sanchez@dot.gov>   | Required          |
|                  | Toney, Michael (OST) <michael.toney@dot.gov>     | Required          |
|                  | CMC-02 (OST) (b) (6)                             | Required          |
|                  | CMC-12 (OST) (b) (6)                             | Required          |
|                  | CMC-18 (OST) (b) (6)                             | Required          |
|                  | Douglas Plummer <douglas.plummer@hq.dhs.gov>     | Required          |
|                  | Gaither, Timothy (OST) <Timothy.Gaither@dot.gov> | Required          |

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| Baraban, Cindy (OST) <cindy.baraban@dot.gov>              | Required |
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| Heneghan, John (PHMSA) <John.Heneghan@dot.gov>            | Required |
| Hicks, Kari (OST) <kari.hicks@dot.gov>                    | Required |
| Hurdle, Lana (OST) <Lana.Hurdle@dot.gov>                  | Required |
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| Jain, Nuns (MARAD) <Nuns.Jain@dot.gov>                    | Required |
| Kaleta, Judy (OST) <Judy.Kaleta@dot.gov>                  | Required |
| Lefevre, Maria (OST) <maria.lefevre@dot.gov>              | Required |
| Marshall, Taneesha <ASO><br><taneesha.marshall@faa.gov>   | Required |
| O'Harra, Michael <ASO> <michael.o'harra@faa.gov>          | Required |
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| Ruban, Darrell (FMCSA) <darrell.ruban@dot.gov>            | Required |
| Szabat, Joel (OST) <Joel.Szabat@dot.gov>                  | Required |

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| Batory, Ronald (FRA) <ronald.batory@dot.gov>                 | Required |
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| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>                 | Required |
| Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov>     | Required |
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| Tupay, Edmund <OIG> <edmund.tupay@oig.dot.gov>       | Required |
| Williams, Dee (NHTSA) <Dee.Williams@dot.gov>         | Required |
| Parker, Aaron (OST) <aaron.parker@dot.gov>           | Required |
| Johnson, Pearlis <ASO> <pearlis.johnson@faa.gov>     | Required |

|                                                                      |          |
|----------------------------------------------------------------------|----------|
| Kennington-Gardiner, Marie <AEA> <marie.kennington-gardiner@faa.gov> | Required |
| Lowe, Rob <CSA> <rob.lowe@faa.gov>                                   | Required |
| Rohlf, John (FHWA) <John.Rohlf@dot.gov>                              | Required |
| Scott, Curtis (FHWA) <Curtis.Scott@dot.gov>                          | Required |
| Suarez, Ricardo (FHWA) <Ricardo.Suarez@dot.gov>                      | Required |
| Suomi, David C <ANM> <david.suomi@faa.gov>                           | Required |
| Barber, Gary <ASW> <gary.barber@faa.gov>                             | Required |
| Hericks, Kristan (FMCSA) <kristan.hericks@dot.gov>                   | Required |
| Hesse, Paul (FHWA) <Paul.Hesse@dot.gov>                              | Required |
| Robinson, James F <AEA> <james.f.robinson@faa.gov>                   | Required |
| Lutes, David <WSA> <david.lutes@faa.gov>                             | Required |
| Matthews, Michael (FHWA)<br><michael.matthews@dot.gov>               | Required |
| McSpaden, Jeffry (FHWA) <Jeffry.McSpaden@dot.gov>                    | Required |
| Russell, Leah <ASO> <leah.russell@faa.gov>                           | Required |
| Sacks, Cindy <AAL> <cindy.sacks@faa.gov>                             | Required |
| Sheehan, Terry (Volpe) <Terry.Sheehan@dot.gov>                       | Required |
| Williams, Ron (FHWA) <Ron.Williams@dot.gov>                          | Required |
| Allen, Curtis (FMCSA) <Curtis.Allen@dot.gov>                         | Required |
| Amereihn, Tina <AWA> <tina.amereihn@faa.gov>                         | Required |
| Burleson, Carl <AWA> <carl.burleson@faa.gov>                         | Required |
| Calhoun, Scott (OST) <Scott.Calhoun@dot.gov>                         | Required |
| Flennoy, Jason (OST) <jason.flennoy@dot.gov>                         | Required |

|                                                             |          |
|-------------------------------------------------------------|----------|
| Harrington, Douglas (MARAD)<br><douglas.harrington@dot.gov> | Required |
| Hinz, Deborah (OST) <deborah.hinz@dot.gov>                  | Required |
| Kaag, Bill (MARAD) <Bill.Kaag@dot.gov>                      | Required |
| Kalsbeek, Amie (OST) <amie.kalsbeek@dot.gov>                | Required |
| Kehrli, Mark (FHWA) <Mark.Kehrli@dot.gov>                   | Required |
| Koffman, Chaya (FTA) <chaya.koffman@dot.gov>                | Required |
| Moore, Richard (OST) <richard.moore@dot.gov>                | Required |
| Moss, Kelly (OST) <kelly.moss@dot.gov>                      | Required |
| Nifosi, Dana (FTA) <Dana.Nifosi@dot.gov>                    | Required |
| Quade, William (FMCSA) <william.quade@dot.gov>              | Required |
| Rouse, Devin (FRA) <devin.rouse@dot.gov>                    | Required |
| Tackett, Christina (PHMSA) <christina.tackett@dot.gov>      | Required |
| Tahamtani, Massoud (PHMSA)<br><massoud.tahamtani@dot.gov>   | Required |
| Turner, Vaughn <AWA> <vaughn.turner@faa.gov>                | Required |
| Williams, Wayne A (SLS) <Wayne.A.Williams@dot.gov>          | Required |
| DOT-Political-Appointees<br>(b) (6)                         | Required |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>                | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov>   | Required |
| O'Berry, Donna (OST) <donna.o'berry@dot.gov>                | Required |
| Chavez, Richard (OST) <richard.chavez@dot.gov>              | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                      | Required |

|                                                           |          |
|-----------------------------------------------------------|----------|
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>              | Required |
| Neal, Rebecca (NHTSA) <rebecca.neal@dot.gov>              | Required |
| Riccardo, George (OST) <george.riccardo@dot.gov>          | Required |
| Bedell, Anthony (OST) <anthony.bedell@dot.gov>            | Required |
| Poole, Sean (FMCSA) <sean.poole@dot.gov>                  | Required |
| Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>          | Optional |
| Wilkinson, James (OST) <james.wilkinson@dot.gov>          | Optional |
| Tse, Marina (OST) <marina.tse@dot.gov>                    | Optional |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Optional |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                | Optional |
| Short, David (OST) <david.short@dot.gov>                  | Optional |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                    | Optional |
| Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>            | Optional |
| Albright, Jack (OST) <jack.albright@dot.gov>              | Optional |
| Nelson, Keith (OST) <keith.nelson@dot.gov>                | Optional |
| Smith, Loren (OST) <Loren.Smith@dot.gov>                  | Optional |
| Morrison, Jonathan (NHTSA)<br><Jonathan.Morrison@dot.gov> | Optional |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Optional |

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**Monday, October 15, 2018**

|                                            |                             |
|--------------------------------------------|-----------------------------|
| <b>Time</b>                                | 8:30 AM – 9:00 AM           |
| <b>Subject</b>                             | Senior Staff Meeting        |
| <b>Location</b>                            | Secretary's Conference Room |
| <b>Attendees</b>                           |                             |
| <b>Name &lt;E-mail&gt;</b>                 | <b>Attendance</b>           |
| Deputy Scheduler <DeputyScheduler@dot.gov> | Organizer                   |
| Burr, Geoff (OST) <geoff.burr@dot.gov>     | Required                    |

|                                                           |          |
|-----------------------------------------------------------|----------|
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Furman, Jon (OST) <jon.furman@dot.gov>                    | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                    | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>                  | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required |

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▲ **Time** 10:00 AM – 10:30 AM

**Subject** NY Follow Up

**Location** S1 Conference Room

**Attendees**

| Name <E-mail>                                                      | Attendance |
|--------------------------------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                             | Organizer  |
| Bedell, Anthony (OST) <anthony.bedell@dot.gov>                     | Required   |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov>       | Required   |
| Parker, Mala (FHWA) (mala.parker@dot.gov)<br><mala.parker@dot.gov> | Required   |

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▲ **Time** 3:45 PM – 4:00 PM

**Subject** Senate AV Bill

**Location** S2 Conference Room

Steve/James: Only one of you need to attend

Adam/Sean: Only one of you need to attend

**Attendees**

| Name <E-mail>                              | Attendance |
|--------------------------------------------|------------|
| Deputy Scheduler <DeputyScheduler@dot.gov> | Organizer  |

|                                                  |          |
|--------------------------------------------------|----------|
| Kan, Derek (OST) <derek.kan@dot.gov>             | Required |
| King, Heidi (NHTSA) <heidi.king@dot.gov>         | Required |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>     | Required |
| Burr, Geoff (OST) <geoff.burr@dot.gov>           | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>     | Required |
| Owens, James (OST) <James.Owens@dot.gov>         | Required |

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▲ **Time** 6:00 PM – 6:30 PM  
**Subject** Wrap Up  
**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Furman, Jon (OST) <jon.furman@dot.gov>                    | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                    | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                      | Required          |
|                  | Genero, Laura (OST) <Laura.Genero@dot.gov>                | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>                  | Required          |

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**Tuesday, October 16, 2018**

▲ **Time** 10:00 AM – 10:30 AM  
**Subject** DOT/WH  
**Recurrence** Occurs every Tuesday effective 10/2/2018 until 10/30/2018 from 10:00 AM to 10:30 AM  
**Categories** Green Category, Yellow Category

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▲ **Time** 11:30 AM – 12:00 PM  
**Subject** WH/DOT  
**Recurrence** Occurs every Tuesday effective 10/2/2018 until 10/30/2018 from 11:30 AM to 12:00 PM  
**Categories** Green Category

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▲ **Time** 3:00 PM – 3:30 PM  
**Subject** Meeting w/Richard Balzano  
**Location** Geoff's Office

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                         | <b>Attendance</b> |
|------------------|----------------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>             | Organizer         |
|                  | Balzano, Richard (MARAD) <richard.balzano@dot.gov> | Required          |

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### Wednesday, October 17, 2018

▲ **Time** 9:30 AM – 10:00 AM  
**Subject** Meeting to Discuss Maritime Transportation System National Advisory Committee (MTSNAC) Folder  
**Location** Burr's Office  
Maritime Transportation System National Advisory Committee (MTSNAC)  
S10-180716-123 - TIME SENSITIVE: Request for Approval of the Membership Appointments to the Maritime Transportation System National Advisory Committee (MTSNAC)  
STATUS: (b) (6)

[REDACTED]

FINAL DEADLINE: No hard deadline, but prefer completion no later than 10/9/18. MARAD requests approval ASAP. MARAD has begun planning a meeting for 11/27/18 through 11/28/18.

David Freeman

Management Analyst

Office of the Secretary, Executive Secretariat

1200 New Jersey Avenue, SE

W93-412

Washington DC 20590

202.366.2918 (Direct Line)

202.366.4277 (Executive Secretariat Main Office Line)



| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                         | <b>Attendance</b> |
|------------------|----------------------------------------------------|-------------------|
|                  | Simon, Doug (OST) <doug.simon@dot.gov>             | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>             | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>             | Required          |
|                  | Balzano, Richard (MARAD) <Richard.Balzano@dot.gov> | Required          |

▲ **Time** 2:30 PM – 4:00 PM  
**Subject** HOLD for (b) (6)

**Thursday, October 18, 2018**

▲ **Time** All Day  
**Subject** Executive Assistants Training Day  
**Location** Media Center  
**Categories** Orange Category

▲ **Time** All Day  
**Subject** Non-Career Training Day  
**Location** 14390 Air and Space Museum Pkwy, Chantilly, VA 20151  
Event Details: Fall 2018 DOT Non-Career Training Day

Location: Smithsonian National Air and Space Museum Steven F. Udvar-Hazy Center

14390 Air and Space Museum Pkwy, Chantilly, VA 20151

Time: Buses will leave US DOT headquarters at 8:45 a.m. Training sessions begin at 10:00a.m.

**Categories** Purple Category

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                       | <b>Attendance</b> |
|------------------|--------------------------------------------------|-------------------|
|                  | Kan, Derek (OST) <derek.kan@dot.gov>             | Organizer         |
|                  | DOT-Political-Appointees<br>(b) (6)              | Required          |
|                  | Szabat, Joel (OST) <Joel.Szabat@dot.gov>         | Required          |
|                  | Riccardo, George (OST) <george.riccardo@dot.gov> | Required          |
|                  | Flowers, Darien <Darien.Flowers@dot.gov>         | Optional          |

|                                                       |          |
|-------------------------------------------------------|----------|
| Wilkinson, James (OST) <james.wilkinson@dot.gov>      | Optional |
| Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>        | Optional |
| Smith, Loren (OST) <Loren.Smith@dot.gov>              | Optional |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>      | Optional |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>            | Optional |
| Plans, Barry (OST) <barry.plans@dot.gov>              | Optional |
| Simon, Doug (OST) <doug.simon@dot.gov>                | Optional |
| Poole, Sean (FMCSA) <sean.poole@dot.gov>              | Optional |
| Sylvester, Marco (OST) <marco.sylvester@dot.gov>      | Optional |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>              | Optional |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                | Optional |
| Smith, Geoff (OST) <geoff.smith@dot.gov>              | Optional |
| Mullen, Jim (FMCSA) <jim.mullen@dot.gov>              | Optional |
| Rosen, Jeff (OST) <jeff.rosen@dot.gov>                | Optional |
| Genero, Laura (OST) <Laura.Genero@dot.gov>            | Optional |
| Short, David (OST) <david.short@dot.gov>              | Optional |
| Roberti, Paul (PHMSA) <paul.roberti@dot.gov>          | Optional |
| Pearce, Drue (PHMSA) <drue.pearce@dot.gov>            | Optional |
| Barnard, Brian (NHTSA) <brian.barnard@dot.gov>        | Optional |
| Newman, Philip (FTA) <philip.newman@dot.gov>          | Optional |
| Morabito, Cameron (OST)<br><cameron.morabito@dot.gov> | Optional |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>              | Optional |
| Wang, Tim (OST) <tim.wang@dot.gov>                    | Optional |

|                                                           |          |
|-----------------------------------------------------------|----------|
| Fraser, Bobby (PHMSA) <bobby.fraser@dot.gov>              | Optional |
| Reyes, Juan D. III (FRA) <j.reyes@dot.gov>                | Optional |
| Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>      | Optional |
| Morris, Willis (OST) <willis.morris@dot.gov>              | Optional |
| Kramer, John (OST) <John.Kramer@dot.gov>                  | Optional |
| Tse, Marina (OST) <marina.tse@dot.gov>                    | Optional |
| Brown, Chris C <AWA> <chris.c.brown@faa.gov>              | Optional |
| Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>          | Optional |
| Worthy, Sharon (FMCSA) <sharon.worthy@dot.gov>            | Optional |
| Edwards, Sara (OST) <sara.edwards@dot.gov>                | Optional |
| Nelson, Keith (OST) <keith.nelson@dot.gov>                | Optional |
| Morrison, Jonathan (NHTSA)<br><Jonathan.Morrison@dot.gov> | Optional |
| Henry, Tina (OST) <tina.henry@dot.gov>                    | Optional |
| Kania, Adriana (OST) <adriana.kania@dot.gov>              | Optional |
| Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>                 | Optional |
| Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>        | Optional |
| Pearson-Walker, Sandra (OST) <s.pearson-walker@dot.gov>   | Optional |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Optional |
| Cote, Gregory (OST) <gregory.cote@dot.gov>                | Optional |
| Owens, James (OST) <James.Owens@dot.gov>                  | Optional |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>              | Optional |
| Elwell, Daniel <AWA> <daniel.elwell@faa.gov>              | Optional |

|                                                         |          |
|---------------------------------------------------------|----------|
| Hess, Chris (FRA) <christopher.hess@dot.gov>            | Optional |
| Buzby, Mark (MARAD) <mark.buzby@dot.gov>                | Optional |
| Kloster, Andrew (OST) <andrew.kloster@dot.gov>          | Optional |
| Dombrowski, Eileen (OST)<br><Eileen.Dombrowski@dot.gov> | Optional |
| James, Charles (OST) <charles.james@dot.gov>            | Optional |
| Deck, Wiley (FMCSA) <wiley.deck@dot.gov>                | Optional |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>          | Optional |
| Garris, Denise CTR (FTA) <denise.garris.ctr@dot.gov>    | Optional |
| Furman, Jon (OST) <jon.furman@dot.gov>                  | Optional |
| Moore, LaJuane CTR (OST)<br><lajuane.moore.ctr@dot.gov> | Optional |

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▲ **Time** All Day  
**Subject** (b) (6)  
**Categories** Yellow Category

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▲ **Time** 9:00 AM – 9:30 AM  
**Subject** Weekly (Non-Career) Staff Meeting  
**Location** ConfRm-HQ-Lincoln Room (OST)  
**Recurrence** Occurs every Thursday effective 10/4/2018 until 10/25/2018 from 9:00 AM to 9:30 AM

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                 | <b>Attendance</b> |
|------------------|------------------------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                     | Organizer         |
|                  | Martinez, Raymond P. (FMCSA)<br><Raymond.Martinez@dot.gov> | Required          |
|                  | Koehlke, Alex <Alex.Koehlke@dot.gov>                       | Required          |
|                  | Riccardo, George (OST) <george.riccardo@dot.gov>           | Required          |
|                  | Smeda, Elisabeth <AWA> <elisabeth.smeda@faa.gov>           | Required          |
|                  | Plans, Barry (OST) <barry.plans@dot.gov>                   | Required          |

|                                                         |          |
|---------------------------------------------------------|----------|
| Etchen, Alex (OST) <alex.etchen@dot.gov>                | Required |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>          | Required |
| Post, Andy (OST) <Andy.Post@dot.gov>                    | Required |
| Dombrowski, Eileen (OST)<br><Eileen.Dombrowski@dot.gov> | Required |
| King, Heidi (NHTSA) <heidi.king@dot.gov>                | Required |
| Graham, Douglas (OST) <douglas.graham@dot.gov>          | Required |
| Kania, Adriana (OST) <adriana.kania@dot.gov>            | Required |
| Curto, Michael (OST) <Michael.Curto@dot.gov>            | Required |
| Elliott, Skip (PHMSA) <howard.elliott@dot.gov>          | Required |
| Hess, Chris (FRA) <christopher.hess@dot.gov>            | Required |
| Wilkinson, James (OST) <james.wilkinson@dot.gov>        | Required |
| Owens, James (OST) <James.Owens@dot.gov>                | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>                | Required |
| Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov>  | Required |
| Bradford, Stephen (OST) <stephen.bradford@dot.gov>      | Required |
| Reynard, Mike (FHWA) <mike.reynard@dot.gov>             | Required |
| Smith, Loren (OST) <Loren.Smith@dot.gov>                | Required |
| Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>        | Required |
| Parker, Mala (FHWA) <mala.parker@dot.gov>               | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                | Required |
| Kuo, Monica (OST) <monica.kuo@dot.gov>                  | Required |
| Worthy, Sharon (OST) <sharon.worthy@dot.gov>            | Required |
| Cipriano, Peter (FRA) <peter.cipriano@dot.gov>          | Required |

|                                                              |          |
|--------------------------------------------------------------|----------|
| Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>               | Required |
| Furman, Jon (OST) <jon.furman@dot.gov>                       | Required |
| Poole, Sean (FMCSA) <sean.poole@dot.gov>                     | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                       | Required |
| Ray, James (OST) <Jim.Ray@dot.gov>                           | Required |
| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>                 | Required |
| Henry, Tina (OST) <tina.henry@dot.gov>                       | Required |
| Sylvester, Marco (OST) <marco.sylvester@dot.gov>             | Required |
| Smith, Geoff (OST) <geoff.smith@dot.gov>                     | Required |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required |
| Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>         | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                       | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>             | Required |
| Barnard, Brian (NHTSA) <brian.barnard@dot.gov>               | Required |
| Kloster, Andrew (OST) <andrew.kloster@dot.gov>               | Required |
| Bedell, Anthony (OST) <anthony.bedell@dot.gov>               | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                   | Required |
| Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>               | Required |
| Kochman, Benjamin (OST)<br><benjamin.kochman@dot.gov>        | Required |
| Nelson, Keith (OST) <keith.nelson@dot.gov>                   | Required |
| Fraser, Bobby (PHMSA) <bobby.fraser@dot.gov>                 | Required |
| Deck, Wiley (FMCSA) <wiley.deck@dot.gov>                     | Required |

|                                                           |          |
|-----------------------------------------------------------|----------|
| Newman, Philip (FTA) <philip.newman@dot.gov>              | Required |
| Edwards, Sara (OST) <sara.edwards@dot.gov>                | Required |
| Cote, Gregory (OST) <gregory.cote@dot.gov>                | Required |
| Mullen, Jim (FMCSA) <jim.mullen@dot.gov>                  | Required |
| Tucker, Deva (OST) <Deva.Tucker@dot.gov>                  | Required |
| Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>        | Required |
| Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>                 | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>            | Required |
| Morgan, Owen (OST) <owen.morgan@dot.gov>                  | Required |
| James, Charles (OST) <charles.james@dot.gov>              | Required |
| Martin, Gregory (OST) <gregory.martin@dot.gov>            | Required |
| Simon, Doug (OST) <doug.simon@dot.gov>                    | Required |
| Minock, Nick (OST) <nickolaus.minock@dot.gov>             | Required |
| Cheap, Casey (OST) <casey.cheap@dot.gov>                  | Required |
| Roberti, Paul (PHMSA) <paul.roberti@dot.gov>              | Required |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>              | Required |
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required |
| ConfRm-HQ-Lincoln Room (OST)<br><Lincoln.Room@dot.gov>    | Resource |
| Flowers, Darien <Darien.Flowers@dot.gov>                  | Required |

|                                                             |          |
|-------------------------------------------------------------|----------|
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>                  | Required |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>                  | Required |
| Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>          | Required |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                      | Required |
| Mitton, Chris (OST) <chris.mitton@dot.gov>                  | Required |
| Morrison, Jonathan (NHTSA)<br><Jonathan.Morrison@dot.gov>   | Required |
| Morris, Willis (OST) <willis.morris@dot.gov>                | Required |
| Trippe, Charles <AWA> <charles.trippe@faa.gov>              | Required |
| Amereihn, Tina <AWA> <tina.amereihn@faa.gov>                | Required |
| Wang, Tim (OST) <tim.wang@dot.gov>                          | Required |
| Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov>    | Required |
| Chinn, Monica (OST) <monica.chinn@dot.gov>                  | Required |
| Baker, Shana (FHWA) <Shana.Baker@dot.gov>                   | Required |
| Morabito, Cameron (OST)<br><cameron.morabito@dot.gov>       | Required |
| Short, David (OST) <david.short@dot.gov>                    | Required |
| Buzby, Mark (MARAD) <mark.buzby@dot.gov>                    | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>                | Required |
| Pearce, Drue (PHMSA) <drue.pearce@dot.gov>                  | Required |
| Bonini, Kyle (FMCSA) <kyle.bonini@dot.gov>                  | Required |
| Barbknecht, McKenzie (OST)<br><mckenzie.barbknecht@dot.gov> | Required |
| Shaffer, Kirk <kirk.shaffer@faa.gov>                        | Required |

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**Friday, October 19, 2018**

▲ **Time** 9:30 AM – 10:00 AM  
**Subject** Canceled: Schedule Review  
**Location** COS Office  
**Recurrence** Occurs every Friday effective 10/5/2018 until 10/26/2018 from 9:30 AM to 10:00 AM  
**Importance** High

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                 | <b>Attendance</b> |
|------------------|--------------------------------------------|-------------------|
|                  | Edwards, Sara (OST) <sara.edwards@dot.gov> | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>     | Required          |

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▲ **Time** 10:00 AM – 10:30 AM  
**Subject** David Woessner  
**Location** Geoff's Office, 1200 New Jersey Ave. SE Washington, DC 20590  
Check-in at the security desk upon arrival and Rita Bibbs-Daniels will be contacted to escort you to my office.

POC: Rita Bibbs-Daniels 202-366-9751

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>             | <b>Attendance</b> |
|------------------|----------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov> | Organizer         |
|                  | David Woessner (b) (6)                 | Required          |

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▲ **Time** 10:30 AM – 11:30 AM  
**Subject** Strategic Scheduling  
**Location** Lincoln Room  
**Categories** Orange Category

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                   | <b>Attendance</b> |
|------------------|----------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>       | Organizer         |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>         | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>       | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov> | Required          |
|                  | Kuo, Monica (OST) <monica.kuo@dot.gov>       | Required          |
|                  | McMaster, Sean (OST) <sean.mcmaster@dot.gov> | Required          |
|                  | Edwards, Sara (OST) <sara.edwards@dot.gov>   | Required          |

Hanson, Alan (OST) <Alan.Hanson@dot.gov> Required

Lund, Caryn M (OST) <caryn.moore.lund@dot.gov> Required

Genero, Laura (OST) <Laura.Genero@dot.gov> Required

McInerney, Marianne (OST) <marianne.mcinerney@dot.gov> Required

Somerville, Tamara (OST) <Tamara.Somerville@dot.gov> Required

ConfRm-HQ-Lincoln Room (OST) <Lincoln.Room@dot.gov> Resource

Kania, Adriana (OST) <adriana.kania@dot.gov> Required

▲ **Time** 12:00 PM – 1:30 PM  
**Subject** Lunch w/Geoff & Sean  
**Location** TBD

**Attendees**

| Name <E-mail>                                | Attendance |
|----------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>       | Organizer  |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov> | Required   |

▲ **Time** 1:00 PM – 1:30 PM  
**Subject** Coffee: Geoff and Sasha Johnson  
**Location** (b) (6)  
 Geoff –

Thanks for making the time. See you on Friday!

**Attendees**

| Name <E-mail>                          | Attendance |
|----------------------------------------|------------|
| Sasha Johnson, Sasha (b) (6)           | Organizer  |
| Burr, Geoff (OST) <geoff.burr@dot.gov> | Required   |

**Monday, October 22, 2018**

▲ **Time** 11:00 AM – 11:15 AM  
**Subject** MARAD Follow-Up  
**Location** S2 Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                     | <b>Attendance</b> |
|------------------|------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>     | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>         | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>           | Required          |
|                  | Burthey, Grover (OST) <grover.burthey@dot.gov> | Required          |
|                  | Wolf, Ariel (OST) <ariel.wolf@dot.gov>         | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>       | Required          |

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▲ **Time** 11:15 AM – 11:30 AM

**Subject** Title XI Discussion

**Location** S2 Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                     | <b>Attendance</b> |
|------------------|------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>     | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>         | Required          |
|                  | Burthey, Grover (OST) <grover.burthey@dot.gov> | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>           | Required          |
|                  | Wolf, Ariel (OST) <ariel.wolf@dot.gov>         | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>       | Required          |
|                  | Buzby, Mark (MARAD) <mark.buzby@dot.gov>       | Required          |

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▲ **Time** 2:30 PM – 3:00 PM

**Subject** FACA Meeting

**Location** S1 Con. Room

I know Todd is on the road but we can get some decisions made anyway.

Doug

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>             | <b>Attendance</b> |
|------------------|----------------------------------------|-------------------|
|                  | Simon, Doug (OST) <doug.simon@dot.gov> | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov> | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov> | Required          |

|                                                |          |
|------------------------------------------------|----------|
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>       | Required |
| Morris, Willis (OST) <willis.morris@dot.gov>   | Required |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov> | Required |
| Wang, Tim (OST) <tim.wang@dot.gov>             | Required |
| Smith, Loren (OST) <Loren.Smith@dot.gov>       | Required |
| Cote, Gregory (OST) <gregory.cote@dot.gov>     | Required |

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▲ **Time** 3:00 PM – 3:30 PM

**Subject** CIG Allocations

**Location** S2 Conference Room

**Attendees**

| <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|-----------------------------------------------------------|-------------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
| Hurdle, Lana (OST) <Lana.Hurdle@dot.gov>                  | Required          |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |
| Post, Andy (OST) <Andy.Post@dot.gov>                      | Required          |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                    | Required          |
| Newman, Philip (FTA) <philip.newman@dot.gov>              | Required          |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required          |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>            | Required          |
| Etchen, Alex (OST) <alex.etchen@dot.gov>                  | Required          |
| Kramer, John (OST) <John.Kramer@dot.gov>                  | Required          |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required          |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>            | Required          |

Burthey, Grover (OST) <grover.burthey@dot.gov> Required

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▲ **Time** 4:45 PM – 5:15 PM  
**Subject** DOCR - EEOC Guidance  
**Location** S2 Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                       | <b>Attendance</b> |
|------------------|--------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>       | Organizer         |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>           | Required          |
|                  | Hanson, Alan (OST) <Alan.Hanson@dot.gov>         | Required          |
|                  | Wolf, Ariel (OST) <ariel.wolf@dot.gov>           | Required          |

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**Tuesday, October 23, 2018**

▲ **Time** 10:00 AM – 10:30 AM  
**Subject** DOT/WH  
**Recurrence** Occurs every Tuesday effective 10/2/2018 until 10/30/2018 from 10:00 AM to 10:30 AM  
**Categories** Green Category, Yellow Category

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▲ **Time** 11:00 AM – 12:00 PM  
**Subject** BUILD SRT  
**Location** Lincoln Conference Room  
OST: Provide back ground material by 12:00pm, 22 Oct

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                       | <b>Attendance</b> |
|------------------|--------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>       | Organizer         |
|                  | Fulton, Finch (OST) <Finch.Fulton@dot.gov>       | Required          |
|                  | Burthey, Grover (OST) <grover.burthey@dot.gov>   | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>             | Required          |
|                  | Buzby, Mark (MARAD) <mark.buzby@dot.gov>         | Required          |
|                  | Wolf, Ariel (OST) <ariel.wolf@dot.gov>           | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>           | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> | Required          |

|                                                              |          |
|--------------------------------------------------------------|----------|
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>                 | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>                 | Required |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required |
| Martinez, Raymond P. (FMCSA)<br><Raymond.Martinez@dot.gov>   | Required |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>                 | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>               | Required |
| Augustine, John (OST) <John.Augustine@dot.gov>               | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>                     | Required |
| Ray, James (OST) <Jim.Ray@dot.gov>                           | Required |
| Malasky, Adrienne (FTA) <adrienne.malasky@dot.gov>           | Required |
| Hess, Chris (FRA) <christopher.hess@dot.gov>                 | Required |
| Smith, Michael A (OST) <michael.a.smith@dot.gov>             | Required |
| Cockfield, Erva (OST) <erva.cockfield@dot.gov>               | Required |
| Vaughn, Colleen (OST) <colleen.vaughn@dot.gov>               | Required |
| Garfield, Reed (OST) <reed.garfield@dot.gov>                 | Required |
| Etchen, Alex (OST) <alex.etchen@dot.gov>                     | Required |
| Bergstein, Shira (OST) <shira.bergstein@dot.gov>             | Required |
| Baumer, Paul (OST) <paul.baumer@dot.gov>                     | Required |
| Burton, Anthony (OST) <anthony.burton@dot.gov>               | Required |
| Gliniecki, Caitlin (OST) <caitlin.gliniecki@dot.gov>         | Required |
| Barnea, Avital (OST) <avital.barnea@dot.gov>                 | Required |
| Berry, Thomas (OST) <thomas.berry@dot.gov>                   | Required |

Wainwright, Laura (OST) <laura.wainwright@dot.gov> Required

Timothy, Darren (OST) <Darren.Timothy@dot.gov> Required

Huezo, Hector (OST) <hector.o.huezo@dot.gov> Required

Hendrickson, Allison (OST)  
<allison.hendrickson@dot.gov> Required

Parker, Mala (FHWA) <mala.parker@dot.gov> Required

Lefevre, Maria (OST) <maria.lefevre@dot.gov> Required

▲ **Time** 11:30 AM – 12:00 PM

**Subject** WH/DOT

**Recurrence** Occurs every Tuesday effective 10/2/2018 until 10/30/2018 from 11:30 AM to 12:00 PM

**Categories** Green Category

▲ **Time** 4:00 PM – 4:30 PM

**Subject** Call w/Shelley Hymes

**Location** Shelley will call Geoff (b) (6)

**Attendees**

| Name <E-mail>                          | Attendance |
|----------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov> | Organizer  |
| Shelley Hymes (b) (6)                  | Required   |

▲ **Time** 6:00 PM – 6:30 PM

**Subject** Wrap Up

**Location** Secretary's Conference Room

**Attendees**

| Name <E-mail>                                             | Attendance |
|-----------------------------------------------------------|------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer  |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required   |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required   |
| Furman, Jon (OST) <jon.furman@dot.gov>                    | Required   |
| Inman, Todd (OST) <todd.inman@dot.gov>                    | Required   |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required   |

|                                                  |          |
|--------------------------------------------------|----------|
| Genero, Laura (OST) <Laura.Genero@dot.gov>       | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> | Required |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>     | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>         | Required |

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**Wednesday, October 24, 2018**

▲ **Time** All Day  
**Subject** (b) (6)

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▲ **Time** 10/24/2018 12:00 AM – 10/26/2018 12:00 AM  
**Subject** Derek - Travel  
**Categories** Yellow Category

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▲ **Time** 2:00 PM – 2:30 PM  
**Subject** Interview with (b) (6) for FRA Comms Director  
**Location** Geoff's Office  
**Attendees**

| Name <E-mail>                          | Attendance |
|----------------------------------------|------------|
| Simon, Doug (OST) <doug.simon@dot.gov> | Organizer  |
| Burr, Geoff (OST) <geoff.burr@dot.gov> | Required   |

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▲ **Time** 4:15 PM – 4:30 PM  
**Subject** AI Robot Discussion w/Vicki  
**Location** Rita will call: (b) (6)  
**Categories** Blue Category  
**Attendees**

| Name <E-mail>                                         | Attendance |
|-------------------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                | Organizer  |
| Hildebrand, Vicki (OST) <victoria.hildebrand@dot.gov> | Required   |

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▲ **Time** 4:45 PM – 5:30 PM  
**Subject** Newark Slots Meeting  
**Location** S2 Conference Room  
 Back ground material added, 12:12pm 22 Oct.  
**Attendees**

| Name <E-mail>                                | Attendance |
|----------------------------------------------|------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>   | Organizer  |
| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov> | Required   |
| Kan, Derek (OST) <derek.kan@dot.gov>         | Required   |



|                                                  |          |
|--------------------------------------------------|----------|
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> | Required |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>     | Required |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>   | Required |
| Burr, Geoff (OST) <geoff.burr@dot.gov>           | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>         | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>           | Required |
| Planty, Jeffrey <AWA> <jeffrey.planty@faa.gov>   | Required |
| Dragotto, Bonnie <AWA> <bonnie.dragotto@faa.gov> | Required |
| Anderson, Angela <AAI> <angela.anderson@faa.gov> | Required |
| Murphy, Dan <AWA> <dan.murphy@faa.gov>           | Required |
| Bailey, Megan <AWA> <megan.bailey@faa.gov>       | Required |
| Szabat, Joel (OST) <Joel.Szabat@dot.gov>         | Required |

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**Thursday, October 25, 2018**

▲ **Time** 10/25/2018 12:00 AM – 11/1/2018 12:00 AM  
**Subject** (b) (6)  
**Categories** Yellow Category

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▲ **Time** 9:00 AM – 9:30 AM  
**Subject** Weekly (Non-Career) Staff Meeting  
**Location** ConfRm-HQ-Lincoln Room (OST)  
**Recurrence** Occurs every Thursday effective 10/4/2018 until 10/25/2018 from 9:00 AM to 9:30 AM

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                              | <b>Attendance</b> |
|------------------|---------------------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                  | Organizer         |
|                  | Martinez, Raymond P. (FMCSA) <Raymond.Martinez@dot.gov> | Required          |
|                  | Koehlke, Alex <Alex.Koehlke@dot.gov>                    | Required          |
|                  | Riccardo, George (OST) <george.riccardo@dot.gov>        | Required          |
|                  | Smeda, Elisabeth <AWA> <elisabeth.smeda@faa.gov>        | Required          |

|                                                         |          |
|---------------------------------------------------------|----------|
| Plans, Barry (OST) <barry.plans@dot.gov>                | Required |
| Etchen, Alex (OST) <alex.etchen@dot.gov>                | Required |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>          | Required |
| Post, Andy (OST) <Andy.Post@dot.gov>                    | Required |
| Dombrowski, Eileen (OST)<br><Eileen.Dombrowski@dot.gov> | Required |
| King, Heidi (NHTSA) <heidi.king@dot.gov>                | Required |
| Graham, Douglas (OST) <douglas.graham@dot.gov>          | Required |
| Kania, Adriana (OST) <adriana.kania@dot.gov>            | Required |
| Curto, Michael (OST) <Michael.Curto@dot.gov>            | Required |
| Elliott, Skip (PHMSA) <howard.elliott@dot.gov>          | Required |
| Hess, Chris (FRA) <christopher.hess@dot.gov>            | Required |
| Wilkinson, James (OST) <james.wilkinson@dot.gov>        | Required |
| Owens, James (OST) <James.Owens@dot.gov>                | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>                | Required |
| Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov>  | Required |
| Bradford, Stephen (OST) <stephen.bradford@dot.gov>      | Required |
| Reynard, Mike (FHWA) <mike.reynard@dot.gov>             | Required |
| Smith, Loren (OST) <Loren.Smith@dot.gov>                | Required |
| Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>        | Required |
| Parker, Mala (FHWA) <mala.parker@dot.gov>               | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                | Required |
| Kuo, Monica (OST) <monica.kuo@dot.gov>                  | Required |
| Worthy, Sharon (OST) <sharon.worthy@dot.gov>            | Required |

|                                                              |          |
|--------------------------------------------------------------|----------|
| Cipriano, Peter (FRA) <peter.cipriano@dot.gov>               | Required |
| Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>               | Required |
| Furman, Jon (OST) <jon.furman@dot.gov>                       | Required |
| Poole, Sean (FMCSA) <sean.poole@dot.gov>                     | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                       | Required |
| Ray, James (OST) <Jim.Ray@dot.gov>                           | Required |
| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>                 | Required |
| Henry, Tina (OST) <tina.henry@dot.gov>                       | Required |
| Sylvester, Marco (OST) <marco.sylvester@dot.gov>             | Required |
| Smith, Geoff (OST) <geoff.smith@dot.gov>                     | Required |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required |
| Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>         | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                       | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>             | Required |
| Barnard, Brian (NHTSA) <brian.barnard@dot.gov>               | Required |
| Kloster, Andrew (OST) <andrew.kloster@dot.gov>               | Required |
| Bedell, Anthony (OST) <anthony.bedell@dot.gov>               | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                   | Required |
| Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>               | Required |
| Kochman, Benjamin (OST)<br><benjamin.kochman@dot.gov>        | Required |
| Nelson, Keith (OST) <keith.nelson@dot.gov>                   | Required |
| Fraser, Bobby (PHMSA) <bobby.fraser@dot.gov>                 | Required |

|                                                           |          |
|-----------------------------------------------------------|----------|
| Deck, Wiley (FMCSA) <wiley.deck@dot.gov>                  | Required |
| Newman, Philip (FTA) <philip.newman@dot.gov>              | Required |
| Edwards, Sara (OST) <sara.edwards@dot.gov>                | Required |
| Cote, Gregory (OST) <gregory.cote@dot.gov>                | Required |
| Mullen, Jim (FMCSA) <jim.mullen@dot.gov>                  | Required |
| Tucker, Deva (OST) <Deva.Tucker@dot.gov>                  | Required |
| Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>        | Required |
| Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>                 | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>            | Required |
| Morgan, Owen (OST) <owen.morgan@dot.gov>                  | Required |
| James, Charles (OST) <charles.james@dot.gov>              | Required |
| Martin, Gregory (OST) <gregory.martin@dot.gov>            | Required |
| Simon, Doug (OST) <doug.simon@dot.gov>                    | Required |
| Minock, Nick (OST) <nickolaus.minock@dot.gov>             | Required |
| Cheap, Casey (OST) <casey.cheap@dot.gov>                  | Required |
| Roberti, Paul (PHMSA) <paul.roberti@dot.gov>              | Required |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>              | Required |
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required |
| ConfRm-HQ-Lincoln Room (OST)<br><Lincoln.Room@dot.gov>    | Resource |

|                                                             |          |
|-------------------------------------------------------------|----------|
| Flowers, Darien <Darien.Flowers@dot.gov>                    | Required |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>                  | Required |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>                  | Required |
| Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>          | Required |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                      | Required |
| Mitton, Chris (OST) <chris.mitton@dot.gov>                  | Required |
| Morrison, Jonathan (NHTSA)<br><Jonathan.Morrison@dot.gov>   | Required |
| Morris, Willis (OST) <willis.morris@dot.gov>                | Required |
| Trippe, Charles <AWA> <charles.trippe@faa.gov>              | Required |
| Amereihn, Tina <AWA> <tina.amereihn@faa.gov>                | Required |
| Wang, Tim (OST) <tim.wang@dot.gov>                          | Required |
| Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov>    | Required |
| Chinn, Monica (OST) <monica.chinn@dot.gov>                  | Required |
| Baker, Shana (FHWA) <Shana.Baker@dot.gov>                   | Required |
| Morabito, Cameron (OST)<br><cameron.morabito@dot.gov>       | Required |
| Short, David (OST) <david.short@dot.gov>                    | Required |
| Buzby, Mark (MARAD) <mark.buzby@dot.gov>                    | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>                | Required |
| Pearce, Drue (PHMSA) <drue.pearce@dot.gov>                  | Required |
| Bonini, Kyle (FMCSA) <kyle.bonini@dot.gov>                  | Required |
| Barbknecht, McKenzie (OST)<br><mckenzie.barbknecht@dot.gov> | Required |

Shaffer, Kirk <kirk.shaffer@faa.gov> Required

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▲ **Time** 2:00 PM – 2:30 PM  
**Subject** Roger Libby  
**Location** Geoff will call Roger at (b) (6)  
**Attendees**

| Name <E-mail>                               | Attendance |
|---------------------------------------------|------------|
| Bell, Michael (OST) <michael.bell1@dot.gov> | Organizer  |
| roger.libby (b) (6) (b) (6)                 | Required   |

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▲ **Time** 2:30 PM – 3:00 PM  
**Subject** InTune install by ExecHelp  
**Location** Geoff's Office  
**Attendees**

| Name <E-mail>                                          | Attendance |
|--------------------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                 | Organizer  |
| Delbe, Nicholas CTR (OST) <nicholas.delbe.ctr@dot.gov> | Required   |
| Seace, Gamal CTR (OST) <Gamal.Seace.CTR@dot.gov>       | Required   |

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▲ **Time** 3:30 PM – 4:00 PM  
**Subject** Meeting w/Will Kinzel (Delta)  
**Location** S1 Conference Room  
**Attendees**

| Name <E-mail>                                  | Attendance |
|------------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>         | Organizer  |
| Owens, James (OST) <James.Owens@dot.gov>       | Required   |
| Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov> | Required   |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>     | Required   |

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▲ **Time** 6:00 PM – 6:30 PM  
**Subject** Wrap Up  
**Location** Secretary's Conference Room  
**Attendees**

| Name <E-mail>                                | Attendance |
|----------------------------------------------|------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>   | Organizer  |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov> | Required   |

|                                                           |          |
|-----------------------------------------------------------|----------|
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required |
| Furman, Jon (OST) <jon.furman@dot.gov>                    | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                    | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>                  | Required |

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**Friday, October 26, 2018**

▲ **Time** 9:30 AM – 10:00 AM  
**Subject** Canceled: Schedule Review  
**Location** COS Office  
**Recurrence** Occurs every Friday effective 10/5/2018 until 10/26/2018 from 9:30 AM to 10:00 AM  
**Importance** High  
**Attendees**

| Name <E-mail>                              | Attendance |
|--------------------------------------------|------------|
| Edwards, Sara (OST) <sara.edwards@dot.gov> | Organizer  |
| Burr, Geoff (OST) <geoff.burr@dot.gov>     | Required   |

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▲ **Time** 10:00 AM – 10:30 AM  
**Subject** Vicki Hildebrand  
**Location** Vicki will call Geoff (b) (6)  
**Attendees**

| Name <E-mail>                                         | Attendance |
|-------------------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                | Organizer  |
| Hildebrand, Vicki (OST) <victoria.hildebrand@dot.gov> | Required   |

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▲ **Time** 10:30 AM – 12:00 PM  
**Subject** RED FOLDER  
**Categories** Red Category

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▲ **Time** 3:00 PM – 3:45 PM

**Subject** Oversight Meeting  
**Location** S2 Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                  | <b>Attendance</b> |
|------------------|-------------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                  | Organizer         |
|                  | Owens, James (OST) <James.Owens@dot.gov>                    | Required          |
|                  | Wolf, Ariel (OST) <ariel.wolf@dot.gov>                      | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                      | Required          |
|                  | Hanson, Alan (OST) <Alan.Hanson@dot.gov>                    | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>            | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                        | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>                    | Required          |
|                  | Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov>      | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>                | Required          |
|                  | Fulton, Finch (OST) <Finch.Fulton@dot.gov>                  | Optional          |
|                  | Inman, Todd (OST) (todd.inman@dot.gov) <todd.inman@dot.gov> | Required          |

▲ **Time** 4:00 PM – 4:30 PM  
**Subject** Meeting w/NHTSA Acting Admin  
**Location** S2's Conference Room  
 15 mins for monthly update meeting, 15 mins for NHTSA Management Plan.

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                     | <b>Attendance</b> |
|------------------|------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>     | Organizer         |
|                  | King, Heidi (NHTSA) <heidi.king@dot.gov>       | Required          |
|                  | Lund, Caryn M (OST) <caryn.moore.lund@dot.gov> | Required          |
|                  | Wolf, Ariel (OST) <ariel.wolf@dot.gov>         | Required          |
|                  | Edwards, Sara (OST) <sara.edwards@dot.gov>     | Required          |
|                  | Hanson, Alan (OST) <Alan.Hanson@dot.gov>       | Required          |



Burr, Geoff (OST) <geoff.burr@dot.gov> Required

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▲ **Time** 5:30 PM – 6:00 PM  
**Subject** Wrap Up  
**Location** Secretary's Conference Room

**Attendees**

| Name <E-mail>                                          | Attendance |
|--------------------------------------------------------|------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>             | Organizer  |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>           | Required   |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>       | Required   |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                 | Required   |
| Furman, Jon (OST) <jon.furman@dot.gov>                 | Required   |
| Genero, Laura (OST) <Laura.Genero@dot.gov>             | Required   |
| Inman, Todd (OST) <todd.inman@dot.gov>                 | Required   |
| Kan, Derek (OST) <derek.kan@dot.gov>                   | Required   |
| McInerney, Marianne (OST) <marianne.mcinerney@dot.gov> | Required   |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>               | Required   |
| Kramer, John (OST) <John.Kramer@dot.gov>               | Required   |

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**Saturday, October 27, 2018**

▲ **Time** 10:00 AM – 11:00 AM  
**Subject** (b) (6)

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**Monday, October 29, 2018**

▲ **Time** 10/29/2018 12:00 AM – 11/1/2018 12:00 AM  
**Subject** Adam - Travel  
**Categories** Yellow Category

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▲ **Time** 8:30 AM – 9:00 AM  
**Subject** Senior Staff Meeting  
**Location** Secretary's Conference Room

**Attendees**

| Name <E-mail>                              | Attendance |
|--------------------------------------------|------------|
| Deputy Scheduler <DeputyScheduler@dot.gov> | Organizer  |

|                                                           |          |
|-----------------------------------------------------------|----------|
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required |
| Furman, Jon (OST) <jon.furman@dot.gov>                    | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                    | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>                  | Required |
| Edwards, Sara (OST) <sara.edwards@dot.gov>                | Required |

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▲ **Time** 9:30 AM – 11:30 AM  
**Subject** Red Folders/Desk Time

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▲ **Time** 6:00 PM – 6:30 PM  
**Subject** Wrap Up  
**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                       | <b>Attendance</b> |
|------------------|--------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>       | Organizer         |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>     | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>           | Required          |
|                  | Furman, Jon (OST) <jon.furman@dot.gov>           | Required          |
|                  | Genero, Laura (OST) <Laura.Genero@dot.gov>       | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>           | Required          |

|                                                           |          |
|-----------------------------------------------------------|----------|
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>                  | Required |

**Tuesday, October 30, 2018**

▲ **Time** 10:00 AM – 10:30 AM  
**Subject** DOT/WH  
**Recurrence** Occurs every Tuesday effective 10/2/2018 until 10/30/2018 from 10:00 AM to 10:30 AM  
**Categories** Green Category, Yellow Category

▲ **Time** 11:30 AM – 12:00 PM  
**Subject** WH/DOT  
**Recurrence** Occurs every Tuesday effective 10/2/2018 until 10/30/2018 from 11:30 AM to 12:00 PM  
**Categories** Green Category

▲ **Time** 2:30 PM – 3:00 PM  
**Subject** Pre-Meeting/FACA  
**Location** Geoff's office  
**Attendees**

| Name <E-mail>                          | Attendance |
|----------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov> | Organizer  |
| Simon, Doug (OST) <doug.simon@dot.gov> | Required   |

**Wednesday, October 31, 2018**

▲ **Time** 1:00 PM – 2:30 PM  
**Subject** Group Project Prep  
**Categories** Red Category

▲ **Time** 3:00 PM – 3:30 PM  
**Subject** Southwest Light Rail  
**Location** S2 Conference Room  
**Attendees**

| Name <E-mail>                                | Attendance |
|----------------------------------------------|------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>   | Organizer  |
| Hurdle, Lana (OST) <Lana.Hurdle@dot.gov>     | Required   |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov> | Required   |

|                                                           |          |
|-----------------------------------------------------------|----------|
| Post, Andy (OST) <Andy.Post@dot.gov>                      | Required |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                    | Required |
| Newman, Philip (FTA) <philip.newman@dot.gov>              | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>            | Required |
| Etchen, Alex (OST) <alex.etchen@dot.gov>                  | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>                  | Required |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>            | Required |
| Burthey, Grover (OST) <grover.burthey@dot.gov>            | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>              | Required |

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## Calendar Calendar

Thursday, November 1, 2018 – Friday, November 30, 2018

Time zone: (UTC-05:00) Eastern Time (US & Canada)

(Adjusted for Daylight Saving Time)

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### November 2018

Su Mo Tu We Th Fr Sa

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|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
|                    |                    |                    |                    | <a href="#">1</a>  | <a href="#">2</a>  | <a href="#">3</a>  |
| <a href="#">4</a>  | <a href="#">5</a>  | <a href="#">6</a>  | <a href="#">7</a>  | <a href="#">8</a>  | <a href="#">9</a>  | <a href="#">10</a> |
| <a href="#">11</a> | <a href="#">12</a> | <a href="#">13</a> | <a href="#">14</a> | <a href="#">15</a> | <a href="#">16</a> | <a href="#">17</a> |
| <a href="#">18</a> | <a href="#">19</a> | <a href="#">20</a> | <a href="#">21</a> | <a href="#">22</a> | <a href="#">23</a> | <a href="#">24</a> |
| <a href="#">25</a> | <a href="#">26</a> | <a href="#">27</a> | <a href="#">28</a> | <a href="#">29</a> | <a href="#">30</a> |                    |

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|---------------------------------------------------------------------------------------------------------------|--------------------------|---------------------|
| ▲ <a href="#">Adam - Travel</a>                                                                               | Thu, Nov 1 to Fri, Nov 2 |                     |
| (b) (6)                                                                                                       | Thu, Nov 1 to Fri, Nov 2 |                     |
| <a href="#">Weekly (Non-Career) Staff Meeting</a><br>ConfRm-HQ-Lincoln Room (OST)                             | Thu, Nov 1               | 9:00 AM – 9:30 AM   |
| <hr/>                                                                                                         |                          |                     |
| ▲ <a href="#">Derek - Travel</a>                                                                              | Fri, Nov 2               |                     |
| <a href="#">Canceled: Schedule Review</a><br>COS Office                                                       | Fri, Nov 2               | 9:30 AM – 10:00 AM  |
| <a href="#">Holiday Party Planning</a><br>TBD                                                                 |                          | 10:00 AM – 10:30 AM |
| <a href="#">Lunch with Brian McCormack</a>                                                                    |                          | 12:15 PM – 1:15 PM  |
| <hr/>                                                                                                         |                          |                     |
| ▲ <a href="#">DOT/Capitol Hilton Hotel</a>                                                                    | Mon, Nov 5               | 12:00 PM – 12:30 PM |
| <a href="#">Aero Club's</a><br>Capital Hilton Hotel at 16th and K<br>Streets, Washington, DC                  |                          | 12:30 PM – 1:30 PM  |
| <a href="#">Capitol Hilton Hotel/DOT</a>                                                                      |                          | 1:30 PM – 2:00 PM   |
| <a href="#">Lana Hurdle</a><br>Geoffs office                                                                  |                          | 3:15 PM – 3:25 PM   |
| <hr/>                                                                                                         |                          |                     |
| ▲ <a href="#">Interview (b) (6) -</a><br><a href="#">Candidate for Commercial Space</a><br>Secretary's office | Tue, Nov 6               | 4:30 PM – 5:00 PM   |
| <hr/>                                                                                                         |                          |                     |
| ▲ <a href="#">Private appointment</a><br>(b) (6)                                                              | Wed, Nov 7               | 9:00 AM – 9:30 AM   |

[Special Project/Heidi King](#) 1:00 PM – 1:30 PM  
Geoff's office

[Int'l Travel Plan Review Meeting \(MARAD\)](#) 1:30 PM – 2:00 PM  
S2 Conference Room

[Special Project/Dan Elwell](#) 3:30 PM – 4:00 PM  
Dan will call Geoff at (b) (6)

[STR Organizational Meeting](#) 4:15 PM – 4:45 PM  
Lincoln Conference Room

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▲ [Weekly \(Non-Career\) Staff Meeting](#) Thu, Nov 8 9:00 AM – 9:30 AM  
ConfRm-HQ-Lincoln Room (OST)

[Special Project/Craig Middlebrook](#) 10:30 AM – 11:00 AM  
Geoffs' office

[FACA Meeting](#) 11:00 AM – 11:30 AM  
S2 Conference Room

[RESCHEDULING FY19 Int'l Travel Plan Review Meeting - FAA](#) 1:30 PM – 2:00 PM  
ConfRm-HQ-Lincoln Room (OST)

[Las Vegas ATC Discussion](#) 2:00 PM – 3:00 PM  
AOA Conference Room / (b) (6)

[RESCHEDULING - FY 19 Int'l Travel Plan Review Meeting \(FRA\)](#) 2:15 PM – 2:45 PM  
ConfRm-HQ-Lincoln Room (OST)

[Special Project/Ray Martinez](#) 3:00 PM – 3:30 PM  
Ray Martinez will call Geoff at (b) (6)

[OGA Discussion](#) 4:15 PM – 4:45 PM  
S2 Conference Room

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▲ [Talk to Heidi](#) Fri, Nov 9 8:00 AM – 8:30 AM

[Canceled: Schedule Review](#) 9:30 AM – 10:00 AM  
COS Office

[Las Vegas ATC Discussion](#) 10:30 AM – 11:30 AM  
AOA Conference Room / (b) (6)

[Special Project/Mala Parker](#) 11:00 AM – 11:30 AM  
Geoff's Office - W90-314

[CA Petition Coordination Meeting](#) 11:30 AM – 12:00 PM  
S2 Conference Room

[Las Vegas ATC Discussion](#) 1:30 PM – 2:30 PM  
AOA Conference Room / (b) (6)

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▲ [Veteran's Day \(Observed\)](#) Mon, Nov 12  
United States

|   |                                                                                                                                  |             |                     |
|---|----------------------------------------------------------------------------------------------------------------------------------|-------------|---------------------|
| ▲ | <a href="#">Las Vegas ATC - Update</a><br>AOA Conference Room / (b) (6)                                                          | Tue, Nov 13 | 9:00 AM – 9:30 AM   |
|   | <a href="#">DOT/WH</a>                                                                                                           |             | 10:00 AM – 10:30 AM |
|   | <a href="#">WH/DOT</a>                                                                                                           |             | 11:30 AM – 12:00 PM |
|   | <a href="#">FAA Briefing</a><br>S2 Conference Room                                                                               |             | 2:00 PM – 2:30 PM   |
|   | <a href="#">Meeting with Jeff Davis (ENO) Re: HTF and Surface Transportation Reauthorization</a><br>ConfRm-HQ-Lincoln Room (OST) |             | 2:00 PM – 3:00 PM   |
|   | <a href="#">ATA Petition</a><br>S2 Conference Room                                                                               |             | 3:00 PM – 3:30 PM   |
|   | <a href="#">Discussion</a><br>Geoff's office                                                                                     |             | 4:30 PM – 5:00 PM   |
|   | <a href="#">Wrap Up</a><br>Secretary's Conference Room                                                                           |             | 6:00 PM – 6:30 PM   |
| ▲ |                                                                                                                                  | Wed, Nov 14 | 8:00 AM – 8:30 AM   |
|   | <a href="#">Meeting w/Marty Fiorentino</a><br>Geoff's Office                                                                     |             | 11:00 AM – 11:30 AM |
|   | (b) (6)                                                                                                                          |             | 1:00 PM – 2:00 PM   |
|   | <a href="#">RESCHEDULING - FY 19 Int'l Travel Plan Review Meeting (PHMSA)</a><br>ConfRm-HQ-Lincoln Room (OST)                    |             | 1:30 PM – 2:00 PM   |
|   | <a href="#">Special Project - Finch Fulton</a><br>Geoff's office                                                                 |             | 2:30 PM – 3:00 PM   |
|   | <a href="#">Special Project - Joel Szabat</a><br>Geoff's office                                                                  |             | 3:00 PM – 3:30 PM   |
| ▲ | <a href="#">Weekly (Non-Career) Staff Meeting</a><br>ConfRm-HQ-Lincoln Room (OST)                                                | Thu, Nov 15 | 9:00 AM – 9:30 AM   |
|   | <a href="#">Background Investigation - (b) (6) OPM)</a><br>DOT - 1200 New Jersey Ave SE,<br>Washington DC 20590                  |             | 11:00 AM – 11:45 AM |
|   | <a href="#">Special Project - James Owens</a><br>Geoff's Office W90-314                                                          |             | 1:30 PM – 2:00 PM   |
|   | <a href="#">Special Project - Jane Williams</a><br>Geoff's office                                                                |             | 2:00 PM – 2:30 PM   |
|   | <a href="#">United Airlines - Meet and Greet</a><br>S2 Conference Room - DOT 1200<br>New Jersey Ave SE Washington DC<br>20590    |             | 3:00 PM – 3:30 PM   |

[Prep for Harvard Event](#) 5:00 PM – 5:30 PM  
S2 Conference Room

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▲ [Senior Staff](#) Fri, Nov 16 8:30 AM – 9:00 AM  
Secretary's Conference Room

[DOT/?WH](#) 9:00 AM – 9:30 AM

[Drew Cantor](#) 9:15 AM – 9:45 AM

[Canceled: Schedule Review](#) 9:30 AM – 10:00 AM  
COS Office

[Davos Chiefs Meeting](#) 10:00 AM – 11:00 AM  
Secretary of War Suite (EEOB 230A)

[House E&C Majority Meet and Greet](#) 10:00 AM – 11:00 AM  
Media Center (inside Conference Center)

[WH/DOT](#) 11:00 AM – 11:30 AM

[Staffing Opportunities](#) 1:00 PM – 1:30 PM  
S2 Conference Room

[Special Project - Skip Elliott](#) 1:30 PM – 2:00 PM  
Geoff's office

[Meeting w/Kevin McAllister \(President & CEO, Boeing Commercial Airplanes\)](#) 3:00 PM – 3:30 PM  
S2 Conference Room

[Interview w/Jessica Conrad \(General Counsel position\)](#) 4:00 PM – 4:30 PM  
S2's Office

[Wrap Up](#) 5:30 PM – 6:00 PM  
Secretary's Conference Room

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▲ [Senior Staff](#) Mon, Nov 19 8:30 AM – 9:00 AM  
Secretary's Conference Room

[Desk Time](#) 9:30 AM – 10:00 AM

[Consumer Electronics Show Discussion](#) 1:30 PM – 2:00 PM  
S2's Conference Room

[California NEPA Assignment](#) 2:00 PM – 2:30 PM  
S2 Conference Room

[Wrap Up](#) 6:00 PM – 6:30 PM  
Secretary's Conference Room

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▲ [Senior Staff](#) Tue, Nov 20 8:30 AM – 9:00 AM  
Secretary's Conference Room

[Weekly Modal Administrator's Meeting](#) 9:30 AM – 10:00 AM  
Lincoln Conference Room



[DOT/WH](#) 10:00 AM – 10:30 AM  
[Newark Discussion](#) 10:30 AM – 11:30 AM  
 Lincoln Conference Room  
[WH/DOT](#) 11:30 AM – 12:00 PM  
[CIG Policy Guidance](#) 1:30 PM – 2:00 PM  
 S2 Conference Room  
[Interview with \(b\) \(6\)](#) 2:40 PM – 3:10 PM  
 Geoff Burr's Office  
[Wrap Up](#) 6:00 PM – 6:30 PM  
 Secretary's Conference Room

▲ [Senior Staff](#) Wed, Nov 21 8:30 AM – 9:00 AM  
 Secretary's Conference Room  
[STR Organizational Meeting](#) 10:30 AM – 11:15 AM  
 ConfRm-HQ-Lincoln Room (OST)

▲ [Weekly \(Non-Career\) Staff Meeting](#) Thu, Nov 22 9:00 AM – 9:30 AM  
 ConfRm-HQ-Lincoln Room (OST)

▲ (b) (6) Fri, Nov 23  
[S2 - Out of the Office](#) Fri, Nov 23

▲ **Private Appointment** Mon, Nov 26  
[Senior Staff](#) Mon, Nov 26 8:30 AM – 9:00 AM  
 Secretary's Conference Room  
[Red Folder](#) 9:30 AM – 11:30 AM  
[Courtney Genosi Watson - Raytheon](#) 2:00 PM – 2:30 PM  
 S1 Conference Room - DOT 1200  
 New Jersey Ave SE Washingtonb DC  
 20590  
[FACA Meeting](#) 3:00 PM – 3:30 PM  
 S2 Conference Room  
[Wrap Up](#) 6:00 PM – 6:30 PM  
 Secretary's Conference Room

▲ [Senior Staff Meeting](#) Tue, Nov 27 8:30 AM – 9:00 AM  
 Secretary's Conference Room  
[Weekly Modal Administrator's Meeting](#) 9:30 AM – 10:00 AM  
 Lincoln Conference Room  
[DOT/WH](#) 10:00 AM – 10:30 AM  
[WH/DOT](#) 11:30 AM – 12:00 PM

[FW: FAA REAUTH](#) 11:30 AM – 12:30 PM  
 DOT Lincoln Room W90

[HOLD](#) 4:00 PM – 4:30 PM

[Wrap Up](#) 6:00 PM – 6:30 PM  
 Secretary's Conference Room

▲ [SPECIAL PROJECT](#) Wed, Nov 28 1:00 PM – 3:30 PM

[Bob Poole re: Surface Transportation Reauthorization](#) 3:00 PM – 4:00 PM  
 ConfRm-HQ-Lincoln Room (OST)

[FW: Annual Ethics Training 2018 - Make up session for appointees](#) 4:00 PM – 5:00 PM  
 ConfRm-HQ-Lincoln Room (OST)

▲ [Weekly \(Non-Career\) Staff Meeting](#) Thu, Nov 29 9:00 AM – 9:30 AM  
 ConfRm-HQ-Lincoln Room (OST)

[Interview w/Liam McKenna \(Office of General Counsel Position\)](#) 4:00 PM – 4:30 PM  
 S2's Office

▲ (b) (6) Fri, Nov 30

[Canceled: Schedule Review](#) Fri, Nov 30 9:30 AM – 10:00 AM  
 COS Office

[FMCSA Pre-employment screening program](#) 2:00 PM – 2:30 PM  
 Geoff will call Drew at (b) (6)

[Alaska Earthquake & Other](#) 3:30 PM – 4:00 PM  
 AOA Conference Room / (b) (6)

**Details**

**Thursday, November 1, 2018**

▲ **Time** 11/1/2018 12:00 AM – 11/3/2018 12:00 AM  
**Subject** Adam - Travel  
**Categories** Yellow Category

▲ **Time** 11/1/2018 12:00 AM – 11/3/2018 12:00 AM  
**Subject** (b) (6)  
**Categories** Yellow Category

▲ **Time** 9:00 AM – 9:30 AM  
**Subject** Weekly (Non-Career) Staff Meeting

**Location** ConfRm-HQ-Lincoln Room (OST)

**Recurrence** Occurs every Thursday effective 11/1/2018 until 11/29/2018 from 9:00 AM to 9:30 AM

**Attendees**

| Name <E-mail>                                           | Attendance |
|---------------------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                  | Organizer  |
| Martinez, Raymond P. (FMCSA) <Raymond.Martinez@dot.gov> | Required   |
| Koehlke, Alex <Alex.Koehlke@dot.gov>                    | Required   |
| Riccardo, George (OST) <george.riccardo@dot.gov>        | Required   |
| Smeda, Elisabeth <AWA> <elisabeth.smeda@faa.gov>        | Required   |
| Plans, Barry (OST) <barry.plans@dot.gov>                | Required   |
| Etchen, Alex (OST) <alex.etchen@dot.gov>                | Required   |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>          | Required   |
| Post, Andy (OST) <Andy.Post@dot.gov>                    | Required   |
| Dombrowski, Eileen (OST) <Eileen.Dombrowski@dot.gov>    | Required   |
| King, Heidi (NHTSA) <heidi.king@dot.gov>                | Required   |
| Graham, Douglas (OST) <douglas.graham@dot.gov>          | Required   |
| Kania, Adriana (OST) <adriana.kania@dot.gov>            | Required   |
| Curto, Michael (OST) <Michael.Curto@dot.gov>            | Required   |
| Elliott, Skip (PHMSA) <howard.elliott@dot.gov>          | Required   |
| Hess, Chris (FRA) <christopher.hess@dot.gov>            | Required   |
| Wilkinson, James (OST) <james.wilkinson@dot.gov>        | Required   |
| Owens, James (OST) <James.Owens@dot.gov>                | Required   |
| Kramer, John (OST) <John.Kramer@dot.gov>                | Required   |
| Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov>  | Required   |

|                                                              |          |
|--------------------------------------------------------------|----------|
| Bradford, Stephen (OST) <stephen.bradford@dot.gov>           | Required |
| Reynard, Mike (FHWA) <mike.reynard@dot.gov>                  | Required |
| Smith, Loren (OST) <Loren.Smith@dot.gov>                     | Required |
| Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>             | Required |
| Parker, Mala (FHWA) <mala.parker@dot.gov>                    | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                     | Required |
| Kuo, Monica (OST) <monica.kuo@dot.gov>                       | Required |
| Worthy, Sharon (OST) <sharon.worthy@dot.gov>                 | Required |
| Cipriano, Peter (FRA) <peter.cipriano@dot.gov>               | Required |
| Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>               | Required |
| Furman, Jon (OST) <jon.furman@dot.gov>                       | Required |
| Poole, Sean (FMCSA) <sean.poole@dot.gov>                     | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                       | Required |
| Ray, James (OST) <Jim.Ray@dot.gov>                           | Required |
| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>                 | Required |
| Henry, Tina (OST) <tina.henry@dot.gov>                       | Required |
| Sylvester, Marco (OST) <marco.sylvester@dot.gov>             | Required |
| Smith, Geoff (OST) <geoff.smith@dot.gov>                     | Required |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required |
| Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>         | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                       | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>             | Required |
| Barnard, Brian (NHTSA) <brian.barnard@dot.gov>               | Required |

|                                                       |          |
|-------------------------------------------------------|----------|
| Kloster, Andrew (OST) <andrew.kloster@dot.gov>        | Required |
| Bedell, Anthony (OST) <anthony.bedell@dot.gov>        | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>            | Required |
| Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>        | Required |
| Kochman, Benjamin (OST)<br><benjamin.kochman@dot.gov> | Required |
| Nelson, Keith (OST) <keith.nelson@dot.gov>            | Required |
| Fraser, Bobby (PHMSA) <bobby.fraser@dot.gov>          | Required |
| Deck, Wiley (FMCSA) <wiley.deck@dot.gov>              | Required |
| Newman, Philip (FTA) <philip.newman@dot.gov>          | Required |
| Edwards, Sara (OST) <sara.edwards@dot.gov>            | Required |
| Cote, Gregory (OST) <gregory.cote@dot.gov>            | Required |
| Mullen, Jim (FMCSA) <jim.mullen@dot.gov>              | Required |
| Tucker, Deva (OST) <Deva.Tucker@dot.gov>              | Required |
| Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>    | Required |
| Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>             | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>        | Required |
| Morgan, Owen (OST) <owen.morgan@dot.gov>              | Required |
| James, Charles (OST) <charles.james@dot.gov>          | Required |
| Martin, Gregory (OST) <gregory.martin@dot.gov>        | Required |
| Simon, Doug (OST) <doug.simon@dot.gov>                | Required |
| Minock, Nick (OST) <nickolaus.minock@dot.gov>         | Required |
| Cheap, Casey (OST) <casey.cheap@dot.gov>              | Required |
| Roberti, Paul (PHMSA) <paul.roberti@dot.gov>          | Required |

|                                                           |          |
|-----------------------------------------------------------|----------|
| Batory, Ronald (FRA) <ronald.batory@dot.gov>              | Required |
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required |
| ConfRm-HQ-Lincoln Room (OST)<br><Lincoln.Room@dot.gov>    | Resource |
| Flowers, Darien <Darien.Flowers@dot.gov>                  | Required |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>                | Required |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>                | Required |
| Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>        | Required |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                    | Required |
| Mitton, Chris (OST) <chris.mitton@dot.gov>                | Required |
| Morrison, Jonathan (NHTSA)<br><Jonathan.Morrison@dot.gov> | Required |
| Morris, Willis (OST) <willis.morris@dot.gov>              | Required |
| Trippe, Charles <AWA> <charles.trippe@faa.gov>            | Required |
| Amereihn, Tina <AWA> <tina.amereihn@faa.gov>              | Required |
| Wang, Tim (OST) <tim.wang@dot.gov>                        | Required |
| Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov>  | Required |
| Chinn, Monica (OST) <monica.chinn@dot.gov>                | Required |
| Baker, Shana (FHWA) <Shana.Baker@dot.gov>                 | Required |
| Morabito, Cameron (OST)<br><cameron.morabito@dot.gov>     | Required |

|                                                             |          |
|-------------------------------------------------------------|----------|
| Short, David (OST) <david.short@dot.gov>                    | Required |
| Buzby, Mark (MARAD) <mark.buzby@dot.gov>                    | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>                | Required |
| Pearce, Drue (PHMSA) <drue.pearce@dot.gov>                  | Required |
| Bonini, Kyle (FMCSA) <kyle.bonini@dot.gov>                  | Required |
| Barbknecht, McKenzie (OST)<br><mckenzie.barbknecht@dot.gov> | Required |
| Shaffer, Kirk <kirk.shaffer@faa.gov>                        | Required |

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**Friday, November 2, 2018**

▲ **Time** All Day  
**Subject** Derek - Travel  
**Categories** Yellow Category

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▲ **Time** 9:30 AM – 10:00 AM  
**Subject** Canceled: Schedule Review  
**Location** COS Office  
**Recurrence** Occurs every Friday effective 11/2/2018 until 11/30/2018 from 9:30 AM to 10:00 AM  
**Importance** High  
**Attendees**

| Name <E-mail>                              | Attendance |
|--------------------------------------------|------------|
| Edwards, Sara (OST) <sara.edwards@dot.gov> | Organizer  |
| Burr, Geoff (OST) <geoff.burr@dot.gov>     | Required   |

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▲ **Time** 10:00 AM – 10:30 AM  
**Subject** Holiday Party Planning  
**Location** TBD  
 Staff Assignments  
 Catering  
 Invitation Review  
**Attendees**

| Name <E-mail>                            | Attendance |
|------------------------------------------|------------|
| Simon, Doug (OST) <doug.simon@dot.gov>   | Organizer  |
| Tucker, Deva (OST) <Deva.Tucker@dot.gov> | Required   |

Bibbs-Daniels, Rita (OST) <Rita.Bibbs-Daniels@dot.gov> Required

Guyenn, Michelle (OST) <Michelle.D.Guyenn@dot.gov> Required

Inman, Todd (OST) <todd.inman@dot.gov> Required

Burr, Geoff (OST) <geoff.burr@dot.gov> Required

▲ **Time** 12:15 PM – 1:15 PM  
**Subject** Lunch with Brian McCormack

**Monday, November 5, 2018**

▲ **Time** 12:00 PM – 12:30 PM  
**Subject** DOT/Capitol Hilton Hotel  
**Categories** Green Category

▲ **Time** 12:30 PM – 1:30 PM  
**Subject** Aero Club's  
**Location** Capital Hilton Hotel at 16th and K Streets, Washington, DC

▲ **Time** 1:30 PM – 2:00 PM  
**Subject** Capitol Hilton Hotel/DOT  
**Categories** Green Category

▲ **Time** 3:15 PM – 3:25 PM  
**Subject** Lana Hurdle  
**Location** Geoff's office

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>               | <b>Attendance</b> |
|------------------|------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>   | Organizer         |
|                  | Hurdle, Lana (OST) <Lana.Hurdle@dot.gov> | Required          |

**Tuesday, November 6, 2018**

▲ **Time** 4:30 PM – 5:00 PM  
**Subject** Interview (b) (6) - Candidate for Commercial Space  
**Location** Secretary's office  
Staff: G Burr/A Hanson

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                               | <b>Attendance</b> |
|------------------|----------------------------------------------------------|-------------------|
|                  | SecretaryScheduler (OST)<br><SecretaryScheduler@dot.gov> | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                   | Required          |
|                  | Hanson, Alan (OST) <Alan.Hanson@dot.gov>                 | Required          |



Morabito, Cameron (OST)  
<cameron.morabito@dot.gov>

Required

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**Wednesday, November 7, 2018**

▲ **Time** 9:00 AM – 9:30 AM  
**Subject** Private appointment  
**Location** (b) (6)

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▲ **Time** 1:00 PM – 1:30 PM  
**Subject** Special Project/Heidi King  
**Location** Geoff's office

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>               | <b>Attendance</b> |
|------------------|------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>   | Organizer         |
|                  | King, Heidi (NHTSA) <heidi.king@dot.gov> | Required          |

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▲ **Time** 1:30 PM – 2:00 PM  
**Subject** Int'l Travel Plan Review Meeting (MARAD)  
**Location** S2 Conference Room  
**Categories** Yellow Category

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                      | <b>Attendance</b> |
|------------------|-----------------------------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                          | Organizer         |
|                  | Buzby, Mark (MARAD) <mark.buzby@dot.gov>                        | Required          |
|                  | Szabat, Joel (OST) <Joel.Szabat@dot.gov>                        | Required          |
|                  | Abraham, Julie (OST) <Julie.Abraham@dot.gov>                    | Required          |
|                  | Kishiyama, Lonnie (MARAD)<br><Lonnie.Kishiyama@dot.gov>         | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                          | Required          |
|                  | Dear, Wilda (MARAD) <Wilda.Dear@dot.gov>                        | Optional          |
|                  | Eberhart, Fred (OST) <fred.eberhart@dot.gov>                    | Optional          |
|                  | Burch-Crossley, Deborah (OST)<br><Deborah.Burchcrossle@dot.gov> | Required          |
|                  | Taylor-Hoes, Ronale <Ronale.Taylor-Hoes@dot.gov>                | Required          |
|                  | Short, David (OST) <david.short@dot.gov>                        | Required          |

|                                                        |          |
|--------------------------------------------------------|----------|
| ConfRm-HQ-Lincoln Room (OST)<br><Lincoln.Room@dot.gov> | Resource |
| Azzara, Alyson (MARAD) <alyson.azzara@dot.gov>         | Optional |
| Inman, Todd (OST) <todd.inman@dot.gov>                 | Required |

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▲ **Time** 3:30 PM – 4:00 PM  
**Subject** Special Project/Dan Elwell  
**Location** Dan will call Geoff at (b) (6)

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                   | <b>Attendance</b> |
|------------------|----------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>       | Organizer         |
|                  | Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov> | Required          |
|                  | Bailey, Megan <AWA> <megan.bailey@faa.gov>   | Required          |

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▲ **Time** 4:15 PM – 4:45 PM  
**Subject** STR Organizational Meeting  
**Location** Lincoln Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                       | <b>Attendance</b> |
|------------------|--------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>       | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>           | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>             | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>         | Required          |
|                  | McMaster, Sean (OST) <sean.mcmaster@dot.gov>     | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>     | Required          |
|                  | Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>   | Required          |
|                  | Wolf, Ariel (OST) <ariel.wolf@dot.gov>           | Required          |
|                  | Hanson, Alan (OST) <Alan.Hanson@dot.gov>         | Required          |
|                  | Ray, James (OST) <Jim.Ray@dot.gov>               | Required          |

|                                                           |          |
|-----------------------------------------------------------|----------|
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>                | Required |
| Burthey, Grover (OST) <grover.burthey@dot.gov>            | Required |
| Flowers, Darien <Darien.Flowers@dot.gov>                  | Required |
| Etchen, Alex (OST) <alex.etchen@dot.gov>                  | Required |

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**Thursday, November 8, 2018**



**Time** 9:00 AM – 9:30 AM

**Subject** Weekly (Non-Career) Staff Meeting

**Location** ConfRm-HQ-Lincoln Room (OST)

**Recurrence** Occurs every Thursday effective 11/1/2018 until 11/29/2018 from 9:00 AM to 9:30 AM

**Attendees**

| Name <E-mail>                                              | Attendance |
|------------------------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                     | Organizer  |
| Martinez, Raymond P. (FMCSA)<br><Raymond.Martinez@dot.gov> | Required   |
| Koehlke, Alex <Alex.Koehlke@dot.gov>                       | Required   |
| Riccardo, George (OST) <george.riccardo@dot.gov>           | Required   |
| Smeda, Elisabeth <AWA> <elisabeth.smeda@faa.gov>           | Required   |
| Plans, Barry (OST) <barry.plans@dot.gov>                   | Required   |
| Etchen, Alex (OST) <alex.etchen@dot.gov>                   | Required   |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>             | Required   |
| Post, Andy (OST) <Andy.Post@dot.gov>                       | Required   |
| Dombrowski, Eileen (OST)<br><Eileen.Dombrowski@dot.gov>    | Required   |
| King, Heidi (NHTSA) <heidi.king@dot.gov>                   | Required   |
| Graham, Douglas (OST) <douglas.graham@dot.gov>             | Required   |
| Kania, Adriana (OST) <adriana.kania@dot.gov>               | Required   |

|                                                        |          |
|--------------------------------------------------------|----------|
| Curto, Michael (OST) <Michael.Curto@dot.gov>           | Required |
| Elliott, Skip (PHMSA) <howard.elliott@dot.gov>         | Required |
| Hess, Chris (FRA) <christopher.hess@dot.gov>           | Required |
| Wilkinson, James (OST) <james.wilkinson@dot.gov>       | Required |
| Owens, James (OST) <James.Owens@dot.gov>               | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>               | Required |
| Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov> | Required |
| Bradford, Stephen (OST) <stephen.bradford@dot.gov>     | Required |
| Reynard, Mike (FHWA) <mike.reynard@dot.gov>            | Required |
| Smith, Loren (OST) <Loren.Smith@dot.gov>               | Required |
| Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>       | Required |
| Parker, Mala (FHWA) <mala.parker@dot.gov>              | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>               | Required |
| Kuo, Monica (OST) <monica.kuo@dot.gov>                 | Required |
| Worthy, Sharon (OST) <sharon.worthy@dot.gov>           | Required |
| Cipriano, Peter (FRA) <peter.cipriano@dot.gov>         | Required |
| Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>         | Required |
| Furman, Jon (OST) <jon.furman@dot.gov>                 | Required |
| Poole, Sean (FMCSA) <sean.poole@dot.gov>               | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                 | Required |
| Ray, James (OST) <Jim.Ray@dot.gov>                     | Required |
| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>           | Required |
| Henry, Tina (OST) <tina.henry@dot.gov>                 | Required |

|                                                              |          |
|--------------------------------------------------------------|----------|
| Sylvester, Marco (OST) <marco.sylvester@dot.gov>             | Required |
| Smith, Geoff (OST) <geoff.smith@dot.gov>                     | Required |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required |
| Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>         | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                       | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>             | Required |
| Barnard, Brian (NHTSA) <brian.barnard@dot.gov>               | Required |
| Kloster, Andrew (OST) <andrew.kloster@dot.gov>               | Required |
| Bedell, Anthony (OST) <anthony.bedell@dot.gov>               | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                   | Required |
| Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>               | Required |
| Kochman, Benjamin (OST)<br><benjamin.kochman@dot.gov>        | Required |
| Nelson, Keith (OST) <keith.nelson@dot.gov>                   | Required |
| Fraser, Bobby (PHMSA) <bobby.fraser@dot.gov>                 | Required |
| Deck, Wiley (FMCSA) <wiley.deck@dot.gov>                     | Required |
| Newman, Philip (FTA) <philip.newman@dot.gov>                 | Required |
| Edwards, Sara (OST) <sara.edwards@dot.gov>                   | Required |
| Cote, Gregory (OST) <gregory.cote@dot.gov>                   | Required |
| Mullen, Jim (FMCSA) <jim.mullen@dot.gov>                     | Required |
| Tucker, Deva (OST) <Deva.Tucker@dot.gov>                     | Required |
| Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>           | Required |
| Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>                    | Required |

|                                                           |          |
|-----------------------------------------------------------|----------|
| Williams, Jane (FTA) <k.jane.williams@dot.gov>            | Required |
| Morgan, Owen (OST) <owen.morgan@dot.gov>                  | Required |
| James, Charles (OST) <charles.james@dot.gov>              | Required |
| Martin, Gregory (OST) <gregory.martin@dot.gov>            | Required |
| Simon, Doug (OST) <doug.simon@dot.gov>                    | Required |
| Minock, Nick (OST) <nickolaus.minock@dot.gov>             | Required |
| Cheap, Casey (OST) <casey.cheap@dot.gov>                  | Required |
| Roberti, Paul (PHMSA) <paul.roberti@dot.gov>              | Required |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>              | Required |
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required |
| ConfRm-HQ-Lincoln Room (OST)<br><Lincoln.Room@dot.gov>    | Resource |
| Flowers, Darien <Darien.Flowers@dot.gov>                  | Required |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>                | Required |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>                | Required |
| Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>        | Required |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                    | Required |
| Mitton, Chris (OST) <chris.mitton@dot.gov>                | Required |
| Morrison, Jonathan (NHTSA)<br><Jonathan.Morrison@dot.gov> | Required |
| Morris, Willis (OST) <willis.morris@dot.gov>              | Required |

|                                                             |          |
|-------------------------------------------------------------|----------|
| Trippe, Charles <AWA> <charles.trippe@faa.gov>              | Required |
| Amereihn, Tina <AWA> <tina.amereihn@faa.gov>                | Required |
| Wang, Tim (OST) <tim.wang@dot.gov>                          | Required |
| Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov>    | Required |
| Chinn, Monica (OST) <monica.chinn@dot.gov>                  | Required |
| Baker, Shana (FHWA) <Shana.Baker@dot.gov>                   | Required |
| Morabito, Cameron (OST)<br><cameron.morabito@dot.gov>       | Required |
| Short, David (OST) <david.short@dot.gov>                    | Required |
| Buzby, Mark (MARAD) <mark.buzby@dot.gov>                    | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>                | Required |
| Pearce, Drue (PHMSA) <drue.pearce@dot.gov>                  | Required |
| Bonini, Kyle (FMCSA) <kyle.bonini@dot.gov>                  | Required |
| Barbknecht, McKenzie (OST)<br><mckenzie.barbknecht@dot.gov> | Required |
| Shaffer, Kirk <kirk.shaffer@faa.gov>                        | Required |

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▲ **Time** 10:30 AM – 11:00 AM  
**Subject** Special Project/Craig Middlebrook  
**Location** Geoffs' office

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                           | <b>Attendance</b> |
|------------------|------------------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>               | Organizer         |
|                  | Middlebrook, Craig (SLS) <Craig.Middlebrook@dot.gov> | Required          |

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▲ **Time** 11:00 AM – 11:30 AM  
**Subject** FACA Meeting  
**Location** S2 Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>             | <b>Attendance</b> |
|------------------|----------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov> | Organizer         |

|                                                |          |
|------------------------------------------------|----------|
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov> | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>           | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>         | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>       | Required |
| Simon, Doug (OST) <doug.simon@dot.gov>         | Required |
| Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov> | Required |
| Cote, Gregory (OST) <gregory.cote@dot.gov>     | Required |

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▲ **Time** 1:30 PM – 2:00 PM

**Subject** RESCHEDULING FY19 Int'l Travel Plan Review Meeting - FAA

**Location** ConfRm-HQ-Lincoln Room (OST)

**Attendees**

| Name <E-mail>                                                   | Attendance |
|-----------------------------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                          | Organizer  |
| Szabat, Joel (OST) <Joel.Szabat@dot.gov>                        | Required   |
| Inman, Todd (OST) <todd.inman@dot.gov>                          | Required   |
| Abraham, Julie (OST) <Julie.Abraham@dot.gov>                    | Required   |
| Eberhart, Fred (OST) <fred.eberhart@dot.gov>                    | Required   |
| Taylor-Hoes, Ronale <Ronale.Taylor-Hoes@dot.gov>                | Required   |
| Burch-Crossley, Deborah (OST)<br><Deborah.Burchcrossle@dot.gov> | Required   |
| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>                    | Required   |
| Burleson, Carl <AWA> <carl.burleson@faa.gov>                    | Required   |
| Rocheleau, Chris <AWA> <chris.rocheleau@faa.gov>                | Required   |
| bailey.edwards@faa.gov <Bailey.Edwards@faa.gov>                 | Required   |
| Amereihn, Tina <AWA> <tina.amereihn@faa.gov>                    | Required   |
| ConfRm-HQ-Lincoln Room (OST)<br><Lincoln.Room@dot.gov>          | Resource   |



Short, David (OST) <david.short@dot.gov> Optional  
bailey.edwards@faa.gov <Bailey.Edwards@faa.gov> Required

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▲ **Time** 2:00 PM – 3:00 PM  
**Subject** Las Vegas ATC Discussion  
**Location** AOA Conference Room / (b) (6)  
ATO – please forward this invite to whoever you'd like to attend or call in

**Attendees**

| Name <E-mail>                                    | Attendance |
|--------------------------------------------------|------------|
| Elwell, Daniel <AWA> <daniel.elwell@faa.gov>     | Organizer  |
| Burleson, Carl <AWA> <carl.burleson@faa.gov>     | Required   |
| Amereihn, Tina <AWA> <tina.amereihn@faa.gov>     | Required   |
| Trippe, Charles <AWA> <charles.trippe@faa.gov>   | Required   |
| Arel, Timothy <AWA> <timothy.arel@faa.gov>       | Required   |
| Bristol, Teri <AWA> <teri.bristol@faa.gov>       | Required   |
| Burr, Geoff (OST) <geoff.burr@dot.gov>           | Required   |
| Inman, Todd (OST) <todd.inman@dot.gov>           | Required   |
| Andrews, Annie B <AWA> <annie.b.andrews@faa.gov> | Required   |

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▲ **Time** 2:15 PM – 2:45 PM  
**Subject** RESCHEDULING - FY 19 Int'l Travel Plan Review Meeting (FRA)  
**Location** ConfRm-HQ-Lincoln Room (OST)

**Attendees**

| Name <E-mail>                                  | Attendance |
|------------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>         | Organizer  |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>   | Required   |
| Bradley, Perrin (FRA) <perrin.bradley@dot.gov> | Required   |
| Barr, Barbara (FRA) <Barbara.Barr@dot.gov>     | Required   |
| Szabat, Joel (OST) <Joel.Szabat@dot.gov>       | Required   |
| Inman, Todd (OST) <todd.inman@dot.gov>         | Required   |

|                                                                 |          |
|-----------------------------------------------------------------|----------|
| Abraham, Julie (OST) <Julie.Abraham@dot.gov>                    | Required |
| Eberhart, Fred (OST) <fred.eberhart@dot.gov>                    | Required |
| Taylor-Hoes, Ronale <Ronale.Taylor-Hoes@dot.gov>                | Required |
| Burch-Crossley, Deborah (OST)<br><Deborah.Burchcrossle@dot.gov> | Required |
| ConfRm-HQ-Lincoln Room (OST)<br><Lincoln.Room@dot.gov>          | Resource |
| Hammonds, Sonya <sonya.hammonds@dot.gov>                        | Optional |
| Short, David (OST) <david.short@dot.gov>                        | Optional |

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▲ **Time** 3:00 PM – 3:30 PM  
**Subject** Special Project/Ray Martinez  
**Location** Ray Martinez will call Geoff at (b) (6)

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                 | <b>Attendance</b> |
|------------------|------------------------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                     | Organizer         |
|                  | Martinez, Raymond P. (FMCSA)<br><Raymond.Martinez@dot.gov> | Required          |

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▲ **Time** 4:15 PM – 4:45 PM  
**Subject** OGA Discussion  
**Location** S2 Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                     | <b>Attendance</b> |
|------------------|------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>     | Organizer         |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>   | Required          |
|                  | McMaster, Sean (OST) <sean.mcmaster@dot.gov>   | Required          |
|                  | Lund, Caryn M (OST) <caryn.moore.lund@dot.gov> | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>         | Required          |
|                  | Hanson, Alan (OST) <Alan.Hanson@dot.gov>       | Required          |

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**Friday, November 9, 2018**

▲ **Time** 8:00 AM – 8:30 AM  
**Subject** Talk to Heidi

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**Time** 9:30 AM – 10:00 AM  
**Subject** Canceled: Schedule Review  
**Location** COS Office  
**Recurrence** Occurs every Friday effective 11/2/2018 until 11/30/2018 from 9:30 AM to 10:00 AM  
**Importance** High

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                 | <b>Attendance</b> |
|------------------|--------------------------------------------|-------------------|
|                  | Edwards, Sara (OST) <sara.edwards@dot.gov> | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>     | Required          |

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**Time** 10:30 AM – 11:30 AM  
**Subject** Las Vegas ATC Discussion  
**Location** AOA Conference Room / (b) (6)  
 ATO – please forward this invite to whoever you'd like to attend or call in

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                       | <b>Attendance</b> |
|------------------|--------------------------------------------------|-------------------|
|                  | Elwell, Daniel <AWA> <daniel.elwell@faa.gov>     | Organizer         |
|                  | Burleson, Carl <AWA> <carl.burleson@faa.gov>     | Required          |
|                  | Amereihn, Tina <AWA> <tina.amereihn@faa.gov>     | Required          |
|                  | Trippe, Charles <AWA> <charles.trippe@faa.gov>   | Required          |
|                  | Arel, Timothy <AWA> <timothy.arel@faa.gov>       | Required          |
|                  | Bristol, Teri <AWA> <teri.bristol@faa.gov>       | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>           | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>           | Required          |
|                  | Andrews, Annie B <AWA> <annie.b.andrews@faa.gov> | Required          |
|                  | Martin, Gregory <AWA> <gregory.martin@faa.gov>   | Required          |
|                  | Dae, Brett <AWA> <brett.dae@faa.gov>             | Required          |
|                  | Gregor, Ian <AWP> <ian.gregor@faa.gov>           | Required          |
|                  | Holden, Lisa <AWA> <lisa.holden@faa.gov>         | Required          |
|                  | Manno, Claudio <AWA> <claudio.manno@faa.gov>     | Required          |

Stubblefield, Angela H <AWA>  
<angela.h.stubblefield@faa.gov> Required

Leskow, Rene CTR <AWA> <rene.ctr.leskow@faa.gov> Required

Brown, Chris C <AWA> <chris.c.brown@faa.gov> Required

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▲ **Time** 11:00 AM – 11:30 AM  
**Subject** Special Project/Mala Parker  
**Location** Geoff's Office - W90-314  
**Attendees**

| Name <E-mail>                                                      | Attendance |
|--------------------------------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                             | Organizer  |
| Parker, Mala (FHWA) (mala.parker@dot.gov)<br><mala.parker@dot.gov> | Required   |
| Lee, Martesha (FHWA) <martesha.lee@dot.gov>                        | Required   |

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▲ **Time** 11:30 AM – 12:00 PM  
**Subject** CA Petition Coordination Meeting  
**Location** S2 Conference Room  
**Attendees**

| Name <E-mail>                                             | Attendance |
|-----------------------------------------------------------|------------|
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Organizer  |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required   |
| Owens, James (OST) <James.Owens@dot.gov>                  | Required   |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required   |
| Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>            | Required   |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required   |
| Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov>    | Required   |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>            | Required   |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>              | Required   |

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▲ **Time** 1:30 PM – 2:30 PM  
**Subject** Las Vegas ATC Discussion  
**Location** AOA Conference Room / (b) (6)

ATO – please forward this invite to whoever you’d like to attend or call in

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                      | <b>Attendance</b> |
|------------------|-----------------------------------------------------------------|-------------------|
|                  | Elwell, Daniel <AWA> <daniel.elwell@faa.gov>                    | Organizer         |
|                  | Burleson, Carl <AWA> <carl.burleson@faa.gov>                    | Required          |
|                  | Amereihn, Tina <AWA> <tina.amereihn@faa.gov>                    | Required          |
|                  | Trippe, Charles <AWA> <charles.trippe@faa.gov>                  | Required          |
|                  | Arel, Timothy <AWA> <timothy.arel@faa.gov>                      | Required          |
|                  | Bristol, Teri <AWA> <teri.bristol@faa.gov>                      | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                          | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                          | Required          |
|                  | Andrews, Annie B <AWA> <annie.b.andrews@faa.gov>                | Required          |
|                  | Martin, Gregory <AWA> <gregory.martin@faa.gov>                  | Required          |
|                  | Dae, Brett <AWA> <brett.dae@faa.gov>                            | Required          |
|                  | Gregor, Ian <AWP> <ian.gregor@faa.gov>                          | Required          |
|                  | Holden, Lisa <AWA> <lisa.holden@faa.gov>                        | Required          |
|                  | Manno, Claudio <AWA> <claudio.manno@faa.gov>                    | Required          |
|                  | Stubblefield, Angela H <AWA><br><angela.h.stubblefield@faa.gov> | Required          |
|                  | Leskow, Rene CTR <AWA> <rene.ctr.leskow@faa.gov>                | Required          |
|                  | Brown, Chris C <AWA> <chris.c.brown@faa.gov>                    | Required          |
|                  | Goodman, Stephen H <AAM><br><stephen.goodmanmd@faa.gov>         | Required          |
|                  | Berry, MD, Michael <AAM> <michael.berry-md@faa.gov>             | Required          |
|                  | Mack, Lisbeth <AWA> <lisbeth.mack@faa.gov>                      | Required          |

Glading, Laura <AWA> <laura.glading@faa.gov> Required

Bahrami, Ali <AVS> <ali.bahrami@faa.gov> Required

Howard, Katherine <AWA>  
<katherine.howard@faa.gov> Required

Langdon, Brian <AWA> <brian.langdon@faa.gov> Required

Locke, Caitlin <AFS> <caitlin.locke@faa.gov> Required

**Monday, November 12, 2018**

▲ **Time** All Day  
**Subject** Veteran's Day (Observed)  
**Location** United States  
**Categories** Holiday

**Tuesday, November 13, 2018**

▲ **Time** 9:00 AM – 9:30 AM  
**Subject** Las Vegas ATC - Update  
**Location** AOA Conference Room / (b) (6)  
ATO & ASH – Please forward this invite to those you feel need to participate and are not listed.

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                       | <b>Attendance</b> |
|------------------|--------------------------------------------------|-------------------|
|                  | Elwell, Daniel <AWA> <daniel.elwell@faa.gov>     | Organizer         |
|                  | Burleson, Carl <AWA> <carl.burleson@faa.gov>     | Required          |
|                  | Amereihn, Tina <AWA> <tina.amereihn@faa.gov>     | Required          |
|                  | Trippe, Charles <AWA> <charles.trippe@faa.gov>   | Required          |
|                  | Arel, Timothy <AWA> <timothy.arel@faa.gov>       | Required          |
|                  | Bristol, Teri <AWA> <teri.bristol@faa.gov>       | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>           | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>           | Required          |
|                  | Andrews, Annie B <AWA> <annie.b.andrews@faa.gov> | Required          |
|                  | Martin, Gregory <AWA> <gregory.martin@faa.gov>   | Required          |
|                  | Dae, Brett <AWA> <brett.dae@faa.gov>             | Required          |

|                                                                 |          |
|-----------------------------------------------------------------|----------|
| Gregor, Ian <AWP> <ian.gregor@faa.gov>                          | Required |
| Holden, Lisa <AWA> <lisa.holden@faa.gov>                        | Required |
| Manno, Claudio <AWA> <claudio.manno@faa.gov>                    | Required |
| Stubblefield, Angela H <AWA><br><angela.h.stubblefield@faa.gov> | Required |
| Leskow, Rene CTR <AWA> <rene.ctr.leskow@faa.gov>                | Required |
| Brown, Chris C <AWA> <chris.c.brown@faa.gov>                    | Required |
| Goodman, Stephen H <AAM><br><stephen.goodmanmd@faa.gov>         | Required |
| Berry, MD, Michael <AAM> <michael.berry-<br>md@faa.gov>         | Required |
| Mack, Lisbeth <AWA> <lisbeth.mack@faa.gov>                      | Required |
| Glading, Laura <AWA> <laura.glading@faa.gov>                    | Required |
| Bahrami, Ali <AVS> <ali.bahrami@faa.gov>                        | Required |
| Howard, Katherine <AWA><br><katherine.howard@faa.gov>           | Required |
| Langdon, Brian <AWA> <brian.langdon@faa.gov>                    | Required |
| Locke, Caitlin <AFS> <caitlin.locke@faa.gov>                    | Required |
| David.H.Balloff@faa.gov <David.H.Balloff@faa.gov>               | Required |
| Duncan, John S <AFS> <john.s.duncan@faa.gov>                    | Required |
| Cortez, Marcos F <AAM> <marcos.cortez@faa.gov>                  | Optional |
| Barnard, Susan <AAM> <susan.barnard@faa.gov>                    | Optional |

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▲ **Time** 10:00 AM – 10:30 AM  
**Subject** DOT/WH  
**Recurrence** Occurs every Tuesday effective 11/6/2018 until 11/27/2018 from  
10:00 AM to 10:30 AM  
**Categories** Green Category, Yellow Category

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▲ **Time** 11:30 AM – 12:00 PM  
**Subject** WH/DOT  
**Recurrence** Occurs every Tuesday effective 11/6/2018 until 11/27/2018 from 11:30 AM to 12:00 PM  
**Categories** Green Category

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▲ **Time** 2:00 PM – 2:30 PM  
**Subject** FAA Briefing  
**Location** S2 Conference Room  
**Attendees**

| Name <E-mail>                                  | Attendance |
|------------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>         | Organizer  |
| Amereihn, Tina <AWA> <tina.amereihn@faa.gov>   | Required   |
| Inman, Todd (OST) <todd.inman@dot.gov>         | Required   |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>       | Required   |
| Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov> | Required   |

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▲ **Time** 2:00 PM – 3:00 PM  
**Subject** Meeting with Jeff Davis (ENO) Re: HTF and Surface Transportation Reauthorization  
**Location** ConfRm-HQ-Lincoln Room (OST)  
All - Jeff Davis will be coming in to do a presentation on the Highway Trust Fund and Surface Transportation Reauthorization. He will be highlighting key issues like:

- \* How we got here?
- \* What has been explored and attempted in the past?
- \* What are the key challenges moving forward?

At the end there will be time for a Q&A. Hope you can make it.

| Attendees | Name <E-mail>                                  | Attendance |
|-----------|------------------------------------------------|------------|
|           | Kan, Derek (OST) <derek.kan@dot.gov>           | Organizer  |
|           | Burr, Geoff (OST) <geoff.burr@dot.gov>         | Required   |
|           | Burthey, Grover (OST) <grover.burthey@dot.gov> | Required   |
|           | Rosen, Jeff (OST) <jeff.rosen@dot.gov>         | Required   |



|                                                              |          |
|--------------------------------------------------------------|----------|
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>             | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                     | Required |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>               | Required |
| Ray, James (OST) <Jim.Ray@dot.gov>                           | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>                 | Required |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>                 | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>               | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                   | Required |
| Owens, James (OST) <James.Owens@dot.gov>                     | Required |
| Flowers, Darien <Darien.Flowers@dot.gov>                     | Required |
| Etchen, Alex (OST) <alex.etchen@dot.gov>                     | Required |
| Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>               | Required |
| Deputy Scheduler <DeputyScheduler@dot.gov>                   | Required |
| Parker, Mala (FHWA) <mala.parker@dot.gov>                    | Required |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov>    | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                       | Required |
| Newman, Philip (FTA) <philip.newman@dot.gov>                 | Required |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                       | Optional |
| Kramer, John (OST) <John.Kramer@dot.gov>                     | Optional |
| Post, Andy (OST) <Andy.Post@dot.gov>                         | Optional |
| Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>                    | Required |

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▲ **Time** 3:00 PM – 3:30 PM  
**Subject** ATA Petition  
**Location** S2 Conference Room  
**Attendees**

| Name <E-mail>                                          | Attendance |
|--------------------------------------------------------|------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>             | Organizer  |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>               | Required   |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>           | Required   |
| McInerney, Marianne (OST) <marianne.mcinerney@dot.gov> | Required   |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>       | Required   |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                 | Optional   |
| Kan, Derek (OST) <derek.kan@dot.gov>                   | Optional   |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>             | Optional   |

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▲ **Time** 4:30 PM – 5:00 PM  
**Subject** Discussion  
**Location** Geoff's office  
**Attendees**

| Name <E-mail>                                          | Attendance |
|--------------------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                 | Organizer  |
| McInerney, Marianne (OST) <marianne.mcinerney@dot.gov> | Required   |
| Inman, Todd (OST) <todd.inman@dot.gov>                 | Required   |

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▲ **Time** 6:00 PM – 6:30 PM  
**Subject** Wrap Up  
**Location** Secretary's Conference Room  
**Attendees**

| Name <E-mail>                                    | Attendance |
|--------------------------------------------------|------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>       | Organizer  |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> | Required   |
| Burr, Geoff (OST) <geoff.burr@dot.gov>           | Required   |
| Furman, Jon (OST) <jon.furman@dot.gov>           | Required   |

|                                                           |          |
|-----------------------------------------------------------|----------|
| Genero, Laura (OST) <Laura.Genero@dot.gov>                | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                    | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>                  | Required |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required |

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**Wednesday, November 14, 2018**

▲ **Time** 8:00 AM – 8:30 AM  
**Subject**

▲ **Time** 11:00 AM – 11:30 AM  
**Subject** Meeting w/Marty Fiorentino  
**Location** Geoff's Office  
He'll be with some folks from the Jacksonville Transportation Authority

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>             | <b>Attendance</b> |
|------------------|----------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov> | Organizer         |
|                  | Robert Zerbe (b) (6)                   | Required          |

▲ **Time** 1:00 PM – 2:00 PM  
**Subject** (b) (6)

▲ **Time** 1:30 PM – 2:00 PM  
**Subject** RESCHEDULING - FY 19 Int'l Travel Plan Review Meeting (PHMSA)  
**Location** ConfRm-HQ-Lincoln Room (OST)

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Organizer         |
|                  | Manago, Meagan CTR (PHMSA)<br><meagan.manago.ctr@dot.gov> | Required          |
|                  | Szabat, Joel (OST) <Joel.Szabat@dot.gov>                  | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                    | Required          |

|                                                                 |          |
|-----------------------------------------------------------------|----------|
| Abraham, Julie (OST) <Julie.Abraham@dot.gov>                    | Required |
| Eberhart, Fred (OST) <fred.eberhart@dot.gov>                    | Required |
| Taylor-Hoes, Ronale <Ronale.Taylor-Hoes@dot.gov>                | Required |
| Burch-Crossley, Deborah (OST)<br><Deborah.Burchcrossle@dot.gov> | Required |
| Hammonds, Sonya <sonya.hammonds@dot.gov>                        | Required |
| Elliott, Skip (PHMSA) <howard.elliott@dot.gov>                  | Required |
| ConfRm-HQ-Lincoln Room (OST)<br><Lincoln.Room@dot.gov>          | Resource |
| Pfund, Duane (PHMSA) <Duane.Pfund@dot.gov>                      | Optional |
| Short, David (OST) <david.short@dot.gov>                        | Optional |
| Delcambre, Gordon (PHMSA)<br><Gordon.Delcambre@dot.gov>         | Optional |

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▲ **Time** 2:30 PM – 3:00 PM  
**Subject** Special Project - Finch Fulton  
**Location** Geoff's office  
**Attendees**

| Name <E-mail>                              | Attendance |
|--------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>     | Organizer  |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov> | Required   |

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▲ **Time** 3:00 PM – 3:30 PM  
**Subject** Special Project - Joel Szabat  
**Location** Geoff's office  
**Attendees**

| Name <E-mail>                            | Attendance |
|------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>   | Organizer  |
| Szabat, Joel (OST) <Joel.Szabat@dot.gov> | Required   |

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**Thursday, November 15, 2018**

▲ **Time** 9:00 AM – 9:30 AM  
**Subject** Weekly (Non-Career) Staff Meeting  
**Location** ConfRm-HQ-Lincoln Room (OST)

**Recurrence** Occurs every Thursday effective 11/1/2018 until 11/29/2018 from 9:00 AM to 9:30 AM

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                              | <b>Attendance</b> |
|------------------|---------------------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                  | Organizer         |
|                  | Martinez, Raymond P. (FMCSA) <Raymond.Martinez@dot.gov> | Required          |
|                  | Koehlke, Alex <Alex.Koehlke@dot.gov>                    | Required          |
|                  | Riccardo, George (OST) <george.riccardo@dot.gov>        | Required          |
|                  | Smeda, Elisabeth <AWA> <elisabeth.smeda@faa.gov>        | Required          |
|                  | Plans, Barry (OST) <barry.plans@dot.gov>                | Required          |
|                  | Etchen, Alex (OST) <alex.etchen@dot.gov>                | Required          |
|                  | Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>          | Required          |
|                  | Post, Andy (OST) <Andy.Post@dot.gov>                    | Required          |
|                  | Dombrowski, Eileen (OST) <Eileen.Dombrowski@dot.gov>    | Required          |
|                  | King, Heidi (NHTSA) <heidi.king@dot.gov>                | Required          |
|                  | Graham, Douglas (OST) <douglas.graham@dot.gov>          | Required          |
|                  | Kania, Adriana (OST) <adriana.kania@dot.gov>            | Required          |
|                  | Curto, Michael (OST) <Michael.Curto@dot.gov>            | Required          |
|                  | Elliott, Skip (PHMSA) <howard.elliott@dot.gov>          | Required          |
|                  | Hess, Chris (FRA) <christopher.hess@dot.gov>            | Required          |
|                  | Wilkinson, James (OST) <james.wilkinson@dot.gov>        | Required          |
|                  | Owens, James (OST) <James.Owens@dot.gov>                | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>                | Required          |
|                  | Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov>  | Required          |
|                  | Bradford, Stephen (OST) <stephen.bradford@dot.gov>      | Required          |

|                                                              |          |
|--------------------------------------------------------------|----------|
| Reynard, Mike (FHWA) <mike.reynard@dot.gov>                  | Required |
| Smith, Loren (OST) <Loren.Smith@dot.gov>                     | Required |
| Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>             | Required |
| Parker, Mala (FHWA) <mala.parker@dot.gov>                    | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                     | Required |
| Kuo, Monica (OST) <monica.kuo@dot.gov>                       | Required |
| Worthy, Sharon (OST) <sharon.worthy@dot.gov>                 | Required |
| Cipriano, Peter (FRA) <peter.cipriano@dot.gov>               | Required |
| Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>               | Required |
| Furman, Jon (OST) <jon.furman@dot.gov>                       | Required |
| Poole, Sean (FMCSA) <sean.poole@dot.gov>                     | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                       | Required |
| Ray, James (OST) <Jim.Ray@dot.gov>                           | Required |
| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>                 | Required |
| Henry, Tina (OST) <tina.henry@dot.gov>                       | Required |
| Sylvester, Marco (OST) <marco.sylvester@dot.gov>             | Required |
| Smith, Geoff (OST) <geoff.smith@dot.gov>                     | Required |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required |
| Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>         | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                       | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>             | Required |
| Barnard, Brian (NHTSA) <brian.barnard@dot.gov>               | Required |
| Kloster, Andrew (OST) <andrew.kloster@dot.gov>               | Required |

|                                                       |          |
|-------------------------------------------------------|----------|
| Bedell, Anthony (OST) <anthony.bedell@dot.gov>        | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>            | Required |
| Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>        | Required |
| Kochman, Benjamin (OST)<br><benjamin.kochman@dot.gov> | Required |
| Nelson, Keith (OST) <keith.nelson@dot.gov>            | Required |
| Fraser, Bobby (PHMSA) <bobby.fraser@dot.gov>          | Required |
| Deck, Wiley (FMCSA) <wiley.deck@dot.gov>              | Required |
| Newman, Philip (FTA) <philip.newman@dot.gov>          | Required |
| Edwards, Sara (OST) <sara.edwards@dot.gov>            | Required |
| Cote, Gregory (OST) <gregory.cote@dot.gov>            | Required |
| Mullen, Jim (FMCSA) <jim.mullen@dot.gov>              | Required |
| Tucker, Deva (OST) <Deva.Tucker@dot.gov>              | Required |
| Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>    | Required |
| Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>             | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>        | Required |
| Morgan, Owen (OST) <owen.morgan@dot.gov>              | Required |
| James, Charles (OST) <charles.james@dot.gov>          | Required |
| Martin, Gregory (OST) <gregory.martin@dot.gov>        | Required |
| Simon, Doug (OST) <doug.simon@dot.gov>                | Required |
| Minock, Nick (OST) <nickolaus.minock@dot.gov>         | Required |
| Cheap, Casey (OST) <casey.cheap@dot.gov>              | Required |
| Roberti, Paul (PHMSA) <paul.roberti@dot.gov>          | Required |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>          | Required |

|                                                           |          |
|-----------------------------------------------------------|----------|
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required |
| ConfRm-HQ-Lincoln Room (OST)<br><Lincoln.Room@dot.gov>    | Resource |
| Flowers, Darien <Darien.Flowers@dot.gov>                  | Required |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>                | Required |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>                | Required |
| Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>        | Required |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                    | Required |
| Mitton, Chris (OST) <chris.mitton@dot.gov>                | Required |
| Morrison, Jonathan (NHTSA)<br><Jonathan.Morrison@dot.gov> | Required |
| Morris, Willis (OST) <willis.morris@dot.gov>              | Required |
| Trippe, Charles <AWA> <charles.trippe@faa.gov>            | Required |
| Amereihn, Tina <AWA> <tina.amereihn@faa.gov>              | Required |
| Wang, Tim (OST) <tim.wang@dot.gov>                        | Required |
| Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov>  | Required |
| Chinn, Monica (OST) <monica.chinn@dot.gov>                | Required |
| Baker, Shana (FHWA) <Shana.Baker@dot.gov>                 | Required |
| Morabito, Cameron (OST)<br><cameron.morabito@dot.gov>     | Required |
| Short, David (OST) <david.short@dot.gov>                  | Required |



Buzby, Mark (MARAD) <mark.buzby@dot.gov> Required

McMaster, Sean (OST) <sean.mcmaster@dot.gov> Required

Pearce, Drue (PHMSA) <drue.pearce@dot.gov> Required

Bonini, Kyle (FMCSA) <kyle.bonini@dot.gov> Required

Barbknecht, McKenzie (OST) Required  
<mckenzie.barbknecht@dot.gov>

Shaffer, Kirk <kirk.shaffer@faa.gov> Required

▲ **Time** 11:00 AM – 11:45 AM

**Subject** Background Investigation - (b) (6) (OPM)

**Location** DOT - 1200 New Jersey Ave SE, washington DC 20590  
When you arrive, check-in at the security desk and Rita Bibbs-Daniels will be contacted to escort you my office.

**Attendees**

POC: Rita Bibbs-Daniels, (b) (6)

| <b>Name &lt;E-mail&gt;</b>             | <b>Attendance</b> |
|----------------------------------------|-------------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov> | Organizer         |
| (b) (6)                                | Required          |
| (b) (6)                                |                   |

▲ **Time** 1:30 PM – 2:00 PM

**Subject** Special Project - James Owens

**Location** Geoff's Office W90-314

**Attendees**

| <b>Name &lt;E-mail&gt;</b>               | <b>Attendance</b> |
|------------------------------------------|-------------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>   | Organizer         |
| Owens, James (OST) <James.Owens@dot.gov> | Required          |

▲ **Time** 2:00 PM – 2:30 PM

**Subject** Special Project - Jane Williams

**Location** Geoff's office

**Attendees**

| <b>Name &lt;E-mail&gt;</b>               | <b>Attendance</b> |
|------------------------------------------|-------------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>   | Organizer         |
| Williams, Jane <k.jane.williams@dot.gov> | Required          |

Williams, Jane <k.jane.williams@dot.gov>

Required

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▲ **Time** 3:00 PM – 3:30 PM  
**Subject** United Airlines - Meet and Greet  
**Location** S2 Conference Room - DOT 1200 New Jersey Ave SE Washington DC 20590  
Please check-in at the security desk upon arrival. Rita Bibbs-Daniels will be contacted to escort you to the conference room.

POC: Rita Bibbs-Daniels 202-366-9751

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>             | <b>Attendance</b> |
|------------------|----------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov> | Organizer         |
|                  | Johnson, Sasha (b) (6)                 | Required          |
|                  | Fariello, Theresa (b) (6)              | Optional          |
|                  | Morrissey, Steve (b) (6)               | Optional          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>   | Required          |

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▲ **Time** 5:00 PM – 5:30 PM  
**Subject** Prep for Harvard Event  
**Location** S2 Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                        | <b>Attendance</b> |
|------------------|-------------------------------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                            | Organizer         |
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                        | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                            | Required          |
|                  | Hanson, Alan (OST) <Alan.Hanson@dot.gov>                          | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>                      | Required          |
|                  | McMaster, Sean (OST) <sean.mcmaster@dot.gov>                      | Required          |
|                  | Genero, Laura (OST) (Laura.Genero@dot.gov) <Laura.Genero@dot.gov> | Required          |
|                  | Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>              | Required          |

Inman, Todd (OST) <todd.inman@dot.gov> Required  
Genero, Laura (OST) (Laura.Genero@dot.gov) Required  
<Laura.Genero@dot.gov>

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**Friday, November 16, 2018**

▲ **Time** 8:30 AM – 9:00 AM  
**Subject** Senior Staff  
**Location** Secretary's Conference Room  
**Attendees**

| Name <E-mail>                                          | Attendance |
|--------------------------------------------------------|------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>             | Organizer  |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>       | Required   |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                 | Required   |
| Furman, Jon (OST) <jon.furman@dot.gov>                 | Required   |
| Genero, Laura (OST) <Laura.Genero@dot.gov>             | Required   |
| Inman, Todd (OST) <todd.inman@dot.gov>                 | Required   |
| Kan, Derek (OST) <derek.kan@dot.gov>                   | Required   |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>               | Required   |
| McInerney, Marianne (OST) <marianne.mcinerney@dot.gov> | Required   |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>               | Required   |
| Kramer, John (OST) <John.Kramer@dot.gov>               | Required   |

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▲ **Time** 9:00 AM – 9:30 AM  
**Subject** DOT/?WH  
**Categories** Green Category

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▲ **Time** 9:15 AM – 9:45 AM  
**Subject** Drew Cantor

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▲ **Time** 9:30 AM – 10:00 AM  
**Subject** Canceled: Schedule Review  
**Location** COS Office  
**Recurrence** Occurs every Friday effective 11/2/2018 until 11/30/2018 from 9:30 AM to 10:00 AM

**Importance** High

**Attendees** **Name <E-mail>**

Edwards, Sara (OST) <sara.edwards@dot.gov>

**Attendance**

Organizer

Burr, Geoff (OST) <geoff.burr@dot.gov>

Required



**Time** 10:00 AM – 11:00 AM

**Subject** Davos Chiefs Meeting

**Location** Secretary of War Suite (EEOB 230A)

**Attendees** **Name <E-mail>**

**Attendance**

McBride, Emily J. EOP/WHO

Organizer

(b) (6)

Covelli-Ingwell, Carmen M. EOP/WHO

Required

(b) (6)

Connor, Cameron M. EOP/WHO

Required

(b) (6)

Dumbauld, Cassidy M. EOP/WHO

Required

(b) (6)

Brechbuhl, Thomas U <BrechbuhlTU@state.gov>

Required

chad.wolf@hq.dhs.gov <chad.wolf@hq.dhs.gov>

Required

'Prout, Silver Joy' <silver.prout@hq.dhs.gov>

Required

Lim, Evelyn <evelyn.lim@hq.dhs.gov>

Required

'Hughes, Evan' <evan.hughes@hq.dhs.gov>

Required

Greer, Jamieson L. EOP/USTR

Required

(b) (6)

Burr, Geoff (OST) <geoff.burr@dot.gov>

Required

Belur, Pradeep S. <Pradeep.Belur@sba.gov>

Required

Eli.Miller@treasury.gov <Eli.Miller@treasury.gov>

Required

'Joseph.Smith@treasury.gov'  
<Joseph.Smith@treasury.gov>

Required

Walsh, Michael (Federal) <MWalsh@doc.gov>

Required

|                                                            |          |
|------------------------------------------------------------|----------|
| 'Urbanowicz, Peter (HHS/IOS)<br><Peter.Urbanowicz@hhs.gov> | Required |
| Geale.Nicholas.C@DOL.gov<br><Geale.Nicholas.C@DOL.gov>     | Required |
| Moorhead, Quellie U. EOP/WHO<br>(b) (6)                    | Required |
| Radford, Julie T. EOP/WHO<br>(b) (6)                       | Required |

▲ **Time** 10:00 AM – 11:00 AM  
**Subject** House E&C Majority Meet and Greet  
**Location** Media Center (inside Conference Center)  
 11/15/2018 Update: Memo Attached

Greetings,

You are cordially invited to join Governmental Affairs for coffee and donuts with the House Energy and Commerce Committee Majority Staff tomorrow, November 16th from 10:00am – 11:00am. This is an informal relationship building discussion. We would love to see you there.

Location:

Media Center (inside Conference Center)

Thank you.

Adam Sullivan

Assistant Secretary for Governmental Affairs

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                   | <b>Attendance</b> |
|------------------|----------------------------------------------|-------------------|
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov> | Organizer         |
|                  | Rosen, Jeff (OST) <jeff.rosen@dot.gov>       | Required          |

|                                                           |          |
|-----------------------------------------------------------|----------|
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>            | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>              | Required |
| Riccardo, George (OST) <george.riccardo@dot.gov>          | Required |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>                | Required |
| King, Heidi (NHTSA) <heidi.king@dot.gov>                  | Required |
| Morrison, Jonathan (NHTSA)<br><Jonathan.Morrison@dot.gov> | Required |
| Barnard, Brian (NHTSA) <brian.barnard@dot.gov>            | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                    | Required |
| Owens, James (OST) <James.Owens@dot.gov>                  | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required |
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Optional |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required |

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▲ **Time** 11:00 AM – 11:30 AM  
**Subject** WH/DOT  
**Categories** Green Category

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▲ **Time** 1:00 PM – 1:30 PM  
**Subject** Staffing Opportunities  
**Location** S2 Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                     | <b>Attendance</b> |
|------------------|------------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>         | Organizer         |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>   | Required          |
|                  | Lund, Caryn M (OST) <caryn.moore.lund@dot.gov> | Required          |
|                  | Sturges, Matt (FRA) <Matt.Sturges@dot.gov>     | Required          |

McMaster, Sean (OST) <sean.mcmaster@dot.gov> Required  
 Hanson, Alan (OST) <Alan.Hanson@dot.gov> Required  
 Simon, Doug (OST) <doug.simon@dot.gov> Required

▲ **Time** 1:30 PM – 2:00 PM  
**Subject** Special Project - Skip Elliott  
**Location** Geoff's office  
**Attendees**

| Name <E-mail>                                  | Attendance |
|------------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>         | Organizer  |
| Elliott, Skip (PHMSA) <howard.elliott@dot.gov> | Required   |

▲ **Time** 3:00 PM – 3:30 PM  
**Subject** Meeting w/Kevin McAllister (President & CEO, Boeing Commercial Airplanes)  
**Location** S2 Conference Room  
 Steve/James, Geoff/Alan, Joel/David: Only one of you need to attend.

Kevin McAllister – President and CEO Boeing Commercial Airplanes

Tim Keating – Executive Vice President, Government Operations

Art Cameron- Vice President, Federal Legislative Affairs, Government Operations

Ted Austell – Vice President, Executive, legislative and Regulatory Affairs, Government Operations

From: Moloney (US), John M [mailto:(b) (6)]  
 Sent: Friday, November 02, 2018 12:06 PM  
 To: Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>  
 <mailto:Carrie.L.Baker@dot.gov> >  
 Subject: Meeting Request with the Deputy Secretary for Boeing Commercial Airplanes President and CEO - November 16

Carrie

Sara Edwards just gave me your contact information. I am sorry we

have not met in person yet. I work at Boeing Government Operation in Arlington and have responsibility for maintaining our relationship with DOT.

Kevin McAllister, President and CEO of Boeing Commercial Airplanes (BCA) is in town on November 16. We are asking if Kevin can meet with the Deputy Secretary that day, preferably in the afternoon, but we will take whatever time works for Jeff. Kevin would like to talk to Jeff about the pending promulgation of a rule codifying the CO2 standard passed through ICAO in 2016. Both EPA and the FAA are involved in writing and implementing these rules. We have been in contact with both agencies on this issue and recently met with DOT General Counsel Steven Bradbury, members of his team and the DOT policy team.

Kevin's bio as attached below.

[https://www.boeing.com/company/bios/kevin\\_mcallister.page](https://www.boeing.com/company/bios/kevin_mcallister.page)

Thank you for considering this request. Please let us know if you need any additional information.

John Moloney

Director-Aviation Policy

Boeing Government Operations

(b) (6) office

(b) (6) mobile

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                             | <b>Attendance</b> |
|------------------|--------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>             | Organizer         |
|                  | Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>         | Required          |
|                  | Wolf, Ariel (OST) <ariel.wolf@dot.gov>                 | Required          |
|                  | Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov> | Required          |



Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> Required

Owens, James (OST) <James.Owens@dot.gov> Required

Short, David (OST) <david.short@dot.gov> Required

Szabat, Joel (OST) <Joel.Szabat@dot.gov> Required

Burr, Geoff (OST) <geoff.burr@dot.gov> Required

Hanson, Alan (OST) <Alan.Hanson@dot.gov> Required

▲ **Time** 4:00 PM – 4:30 PM

**Subject** Interview w/Jessica Conrad (General Counsel position)

**Location** S2's Office

Steve/Christina: Just an FYI

**Attendees**

| <b>Name &lt;E-mail&gt;</b>                             | <b>Attendance</b> |
|--------------------------------------------------------|-------------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>             | Organizer         |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                 | Required          |
| Simon, Doug (OST) <doug.simon@dot.gov>                 | Required          |
| Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov> | Required          |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>       | Required          |

▲ **Time** 5:30 PM – 6:00 PM

**Subject** Wrap Up

**Location** Secretary's Conference Room

**Attendees**

| <b>Name &lt;E-mail&gt;</b>                       | <b>Attendance</b> |
|--------------------------------------------------|-------------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>       | Organizer         |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> | Required          |
| Burr, Geoff (OST) <geoff.burr@dot.gov>           | Required          |
| Furman, Jon (OST) <jon.furman@dot.gov>           | Required          |
| Genero, Laura (OST) <Laura.Genero@dot.gov>       | Required          |
| Inman, Todd (OST) <todd.inman@dot.gov>           | Required          |
| Kan, Derek (OST) <derek.kan@dot.gov>             | Required          |

|                                                           |          |
|-----------------------------------------------------------|----------|
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>                  | Required |

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**Monday, November 19, 2018**

▲ **Time** 8:30 AM – 9:00 AM  
**Subject** Senior Staff  
**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | Furman, Jon (OST) <jon.furman@dot.gov>                    | Required          |
|                  | Genero, Laura (OST) <Laura.Genero@dot.gov>                | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                    | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                      | Required          |
|                  | Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>                  | Required          |
|                  | Edwards, Sara (OST) <sara.edwards@dot.gov>                | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |

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▲ **Time** 9:30 AM – 10:00 AM  
**Subject** Desk Time  
**Categories** Red Category

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▲ **Time** 1:30 PM – 2:00 PM  
**Subject** Consumer Electronics Show Discussion  
**Location** S2's Conference Room

**Attendees**

| Name <E-mail>                                                     | Attendance |
|-------------------------------------------------------------------|------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>                        | Organizer  |
| Genero, Laura (OST) (Laura.Genero@dot.gov) <Laura.Genero@dot.gov> | Required   |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>                      | Required   |
| Kan, Derek (OST) <derek.kan@dot.gov>                              | Required   |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                          | Required   |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                            | Required   |
| Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>              | Required   |

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▲ **Time** 2:00 PM – 2:30 PM  
**Subject** California NEPA Assignment  
**Location** S2 Conference Room  
 FRA: Provide back ground material by 3:00pm Friday 17 November.

**Attendees**

| Name <E-mail>                                          | Attendance |
|--------------------------------------------------------|------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>             | Organizer  |
| Reyes, Juan D. III (FRA) <j.reyes@dot.gov>             | Required   |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>           | Required   |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>       | Required   |
| McInerney, Marianne (OST) <marianne.mcinerney@dot.gov> | Required   |
| Kan, Derek (OST) <derek.kan@dot.gov>                   | Required   |
| Ray, James (OST) <Jim.Ray@dot.gov>                     | Required   |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                 | Required   |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>               | Required   |
| Jortland, Brett (FRA) <brett.jortland@dot.gov>         | Required   |

Van Nostrand, Christopher (FRA) <christopher.vannostrand@dot.gov> Required

Lund, Caryn M (OST) <caryn.moore.lund@dot.gov> Required

Wolf, Ariel (OST) <ariel.wolf@dot.gov> Required

▲ **Time** 6:00 PM – 6:30 PM

**Subject** Wrap Up

**Location** Secretary's Conference Room

**Attendees**

| Name <E-mail>                                          | Attendance |
|--------------------------------------------------------|------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>             | Organizer  |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>       | Required   |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                 | Required   |
| Furman, Jon (OST) <jon.furman@dot.gov>                 | Required   |
| Genero, Laura (OST) <Laura.Genero@dot.gov>             | Required   |
| Inman, Todd (OST) <todd.inman@dot.gov>                 | Required   |
| Kan, Derek (OST) <derek.kan@dot.gov>                   | Required   |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>               | Required   |
| McInerney, Marianne (OST) <marianne.mcinerney@dot.gov> | Required   |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>               | Required   |
| Kramer, John (OST) <John.Kramer@dot.gov>               | Required   |

**Tuesday, November 20, 2018**

▲ **Time** 8:30 AM – 9:00 AM

**Subject** Senior Staff

**Location** Secretary's Conference Room

**Attendees**

| Name <E-mail>                                    | Attendance |
|--------------------------------------------------|------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>       | Organizer  |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> | Required   |
| Burr, Geoff (OST) <geoff.burr@dot.gov>           | Required   |

|                                                           |          |
|-----------------------------------------------------------|----------|
| Furman, Jon (OST) <jon.furman@dot.gov>                    | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                    | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>                  | Required |
| Edwards, Sara (OST) <sara.edwards@dot.gov>                | Required |

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▲ **Time** 9:30 AM – 10:00 AM

**Subject** Weekly Modal Administrator's Meeting

**Location** Lincoln Conference Room

**Attendees**

| <b>Name &lt;E-mail&gt;</b>                                   | <b>Attendance</b> |
|--------------------------------------------------------------|-------------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>                   | Organizer         |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                       | Required          |
| Buzby, Mark (MARAD) <mark.buzby@dot.gov>                     | Required          |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                   | Required          |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required          |
| Hildebrand, Vicki (OST) <victoria.hildebrand@dot.gov>        | Required          |
| Inman, Todd (OST) <todd.inman@dot.gov>                       | Required          |
| James, Charles (OST) <charles.james@dot.gov>                 | Required          |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                     | Required          |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov>    | Required          |

|                                                       |          |
|-------------------------------------------------------|----------|
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>          | Required |
| King, Heidi (NHTSA) <heidi.king@dot.gov>              | Required |
| Morgan, Owen (OST) <owen.morgan@dot.gov>              | Required |
| Morris, Willis (OST) <willis.morris@dot.gov>          | Required |
| Nelson, Keith (OST) <keith.nelson@dot.gov>            | Required |
| Owens, James (OST) <James.Owens@dot.gov>              | Required |
| Pearce, Drue (PHMSA) <drue.pearce@dot.gov>            | Required |
| Ray, James (OST) <Jim.Ray@dot.gov>                    | Required |
| Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>  | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>        | Required |
| Baldwin, Kristen (OST) <kristen.baldwin@dot.gov>      | Required |
| Callender, Duane (FHWA) <Duane.Callender@dot.gov>     | Required |
| Danielson, Jack (NHTSA) <jack.danielson@dot.gov>      | Required |
| Farley, Audrey (PHMSA) <Audrey.Farley@dot.gov>        | Required |
| Hurdle, Lana (OST) <Lana.Hurdle@dot.gov>              | Required |
| Jefferson, Daphne (OST) <daphne.jefferson@dot.gov>    | Required |
| Kaleta, Judy (OST) <Judy.Kaleta@dot.gov>              | Required |
| Lefevre, Maria (OST) <maria.lefevre@dot.gov>          | Required |
| McMillan, Howard (PHMSA)<br><howard.mcmillan@dot.gov> | Required |
| Middlebrook, Craig (SLS) <Craig.Middlebrook@dot.gov>  | Required |
| Nissenbaum, Paul (FRA) <paul.nissenbaum@dot.gov>      | Required |
| Scovel, Calvin L <OIG> <calvin.scovel@oig.dot.gov>    | Required |
| Szabat, Joel (OST) <Joel.Szabat@dot.gov>              | Required |

|                                                            |          |
|------------------------------------------------------------|----------|
| Washington, Keith (OST) <Keith.Washington@dot.gov>         | Required |
| Welbes, Matt (FTA) <Matt.Welbes@dot.gov>                   | Required |
| Elliott, Skip (PHMSA) <howard.elliott@dot.gov>             | Required |
| Behm, Mitchell <OIG> <mitchell.behm@oig.dot.gov>           | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                       | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>           | Required |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>               | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>                   | Required |
| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>               | Required |
| Martinez, Raymond P. (FMCSA)<br><Raymond.Martinez@dot.gov> | Required |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>               | Required |
| Edwards, Sara (OST) <sara.edwards@dot.gov>                 | Required |
| Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>         | Required |
| Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov>   | Required |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>                 | Required |
| Walker, Cheryl (FHWA) <cheryl.walker@dot.gov>              | Required |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                     | Required |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>                 | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                     | Required |
| Cote, Gregory (OST) <gregory.cote@dot.gov>                 | Required |
| Kania, Adriana (OST) <adriana.kania@dot.gov>               | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                   | Required |

▲ **Time** 10:00 AM – 10:30 AM  
**Subject** DOT/WH  
**Recurrence** Occurs every Tuesday effective 11/6/2018 until 11/27/2018 from 10:00 AM to 10:30 AM  
**Categories** Green Category, Yellow Category

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▲ **Time** 10:30 AM – 11:30 AM  
**Subject** Newark Discussion  
**Location** Lincoln Conference Room  
DO NOT FORWARD THIS INVITE. If you want someone added, let me know, and I'll add them.

FAA – Provide back ground material by 3:00pm, 19 Nov.

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                       | <b>Attendance</b> |
|------------------|--------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>       | Organizer         |
|                  | Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>     | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>             | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>     | Required          |
|                  | Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>   | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>           | Required          |
|                  | Hanson, Alan (OST) <Alan.Hanson@dot.gov>         | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>           | Required          |
|                  | Planty, Jeffrey <AWA> <jeffrey.planty@faa.gov>   | Required          |
|                  | Dragotto, Bonnie <AWA> <bonnie.dragotto@faa.gov> | Required          |
|                  | Anderson, Angela <AAI> <angela.anderson@faa.gov> | Required          |
|                  | Murphy, Dan <AWA> <dan.murphy@faa.gov>           | Required          |
|                  | Bailey, Megan <AWA> <megan.bailey@faa.gov>       | Required          |
|                  | Szabat, Joel (OST) <Joel.Szabat@dot.gov>         | Required          |
|                  | Short, David (OST) <david.short@dot.gov>         | Required          |



|                                                |          |
|------------------------------------------------|----------|
| Baraban, Cindy (OST) <cindy.baraban@dot.gov>   | Required |
| Homan, Todd (OST) <Todd.Homan@dot.gov>         | Required |
| Irvine, Peter (OST) <Peter.Irvine@dot.gov>     | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>         | Required |
| Trippe, Charles <AWA> <charles.trippe@faa.gov> | Required |
| Muldoon, Albert (OST) <albert.muldoon@dot.gov> | Optional |

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▲ **Time** 11:30 AM – 12:00 PM  
**Subject** WH/DOT  
**Recurrence** Occurs every Tuesday effective 11/6/2018 until 11/27/2018 from 11:30 AM to 12:00 PM  
**Categories** Green Category

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▲ **Time** 1:30 PM – 2:00 PM  
**Subject** CIG Policy Guidance  
**Location** S2 Conference Room  
Steve/James only one need attend.

Adam/Sean only one need attend.

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                             | <b>Attendance</b> |
|------------------|--------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>             | Organizer         |
|                  | Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>         | Required          |
|                  | Ray, James (OST) <Jim.Ray@dot.gov>                     | Required          |
|                  | Wolf, Ariel (OST) <ariel.wolf@dot.gov>                 | Required          |
|                  | Williams, Jane (FTA) <k.jane.williams@dot.gov>         | Required          |
|                  | Garg, Arjun (FTA) <arjun.garg@dot.gov>                 | Required          |
|                  | Newman, Philip (FTA) <philip.newman@dot.gov>           | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                   | Required          |
|                  | McInerney, Marianne (OST) <marianne.mcinerney@dot.gov> | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>           | Required          |

|                                                  |          |
|--------------------------------------------------|----------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>           | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>     | Required |
| Owens, James (OST) <James.Owens@dot.gov>         | Required |
| Welbes, Matt (FTA) <Matt.Welbes@dot.gov>         | Required |

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▲ **Time** 2:40 PM – 3:10 PM  
**Subject** Interview with (b) (6)  
**Location** Geoff Burr's Office

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                   | <b>Attendance</b> |
|------------------|----------------------------------------------|-------------------|
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov> | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>       | Required          |

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▲ **Time** 6:00 PM – 6:30 PM  
**Subject** Wrap Up  
**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | Furman, Jon (OST) <jon.furman@dot.gov>                    | Required          |
|                  | Genero, Laura (OST) <Laura.Genero@dot.gov>                | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                    | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                      | Required          |
|                  | Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>                  | Required          |

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**Wednesday, November 21, 2018**

▲ **Time** 8:30 AM – 9:00 AM  
**Subject** Senior Staff  
**Location** Secretary's Conference Room

**Attendees**

| <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|-----------------------------------------------------------|-------------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
| Furman, Jon (OST) <jon.furman@dot.gov>                    | Required          |
| Inman, Todd (OST) <todd.inman@dot.gov>                    | Required          |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required          |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required          |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required          |
| Kramer, John (OST) <John.Kramer@dot.gov>                  | Required          |
| Edwards, Sara (OST) <sara.edwards@dot.gov>                | Required          |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required          |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                | Required          |

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▲ **Time** 10:30 AM – 11:15 AM  
**Subject** STR Organizational Meeting  
**Location** ConfRm-HQ-Lincoln Room (OST)

**Attendees**

| <b>Name &lt;E-mail&gt;</b>                 | <b>Attendance</b> |
|--------------------------------------------|-------------------|
| Deputy Scheduler <DeputyScheduler@dot.gov> | Organizer         |
| Burr, Geoff (OST) <geoff.burr@dot.gov>     | Required          |
| Kan, Derek (OST) <derek.kan@dot.gov>       | Required          |
| Kramer, John (OST) <John.Kramer@dot.gov>   | Required          |

|                                                                      |          |
|----------------------------------------------------------------------|----------|
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>                         | Required |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>                         | Required |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>                       | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                               | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                             | Required |
| Ray, James (OST) <Jim.Ray@dot.gov>                                   | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov>            | Required |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>                           | Required |
| Burthey, Grover (OST) <grover.burthey@dot.gov>                       | Required |
| Etchen, Alex (OST) <alex.etchen@dot.gov>                             | Required |
| Bedell, Anthony (OST) <anthony.bedell@dot.gov>                       | Required |
| Herlihy, Tom (OST) <Tom.Herlihy@dot.gov>                             | Required |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov>         | Required |
| Lefevre, Maria (OST) <maria.lefevre@dot.gov>                         | Optional |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>                     | Required |
| Williams, Jane <k.jane.williams@dot.gov>                             | Required |
| Darien Flowers (Darien.Flowers@dot.gov)<br><Darien.Flowers@dot.gov>  | Required |
| Genero, Laura (OST) (Laura.Genero@dot.gov)<br><Laura.Genero@dot.gov> | Required |

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**Thursday, November 22, 2018**

▲ **Time** 9:00 AM – 9:30 AM  
**Subject** Weekly (Non-Career) Staff Meeting  
**Location** ConfRm-HQ-Lincoln Room (OST)  
**Recurrence** Occurs every Thursday effective 11/1/2018 until 11/29/2018 from 9:00 AM to 9:30 AM

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                 | <b>Attendance</b> |
|------------------|------------------------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                     | Organizer         |
|                  | Martinez, Raymond P. (FMCSA)<br><Raymond.Martinez@dot.gov> | Required          |
|                  | Koehlke, Alex <Alex.Koehlke@dot.gov>                       | Required          |
|                  | Riccardo, George (OST) <george.riccardo@dot.gov>           | Required          |
|                  | Smeda, Elisabeth <AWA> <elisabeth.smeda@faa.gov>           | Required          |
|                  | Plans, Barry (OST) <barry.plans@dot.gov>                   | Required          |
|                  | Etchen, Alex (OST) <alex.etchen@dot.gov>                   | Required          |
|                  | Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>             | Required          |
|                  | Post, Andy (OST) <Andy.Post@dot.gov>                       | Required          |
|                  | Dombrowski, Eileen (OST)<br><Eileen.Dombrowski@dot.gov>    | Required          |
|                  | King, Heidi (NHTSA) <heidi.king@dot.gov>                   | Required          |
|                  | Graham, Douglas (OST) <douglas.graham@dot.gov>             | Required          |
|                  | Kania, Adriana (OST) <adriana.kania@dot.gov>               | Required          |
|                  | Curto, Michael (OST) <Michael.Curto@dot.gov>               | Required          |
|                  | Elliott, Skip (PHMSA) <howard.elliott@dot.gov>             | Required          |
|                  | Hess, Chris (FRA) <christopher.hess@dot.gov>               | Required          |
|                  | Wilkinson, James (OST) <james.wilkinson@dot.gov>           | Required          |
|                  | Owens, James (OST) <James.Owens@dot.gov>                   | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>                   | Required          |
|                  | Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov>     | Required          |
|                  | Bradford, Stephen (OST) <stephen.bradford@dot.gov>         | Required          |
|                  | Reynard, Mike (FHWA) <mike.reynard@dot.gov>                | Required          |

|                                                              |          |
|--------------------------------------------------------------|----------|
| Smith, Loren (OST) <Loren.Smith@dot.gov>                     | Required |
| Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>             | Required |
| Parker, Mala (FHWA) <mala.parker@dot.gov>                    | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                     | Required |
| Kuo, Monica (OST) <monica.kuo@dot.gov>                       | Required |
| Worthy, Sharon (OST) <sharon.worthy@dot.gov>                 | Required |
| Cipriano, Peter (FRA) <peter.cipriano@dot.gov>               | Required |
| Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>               | Required |
| Furman, Jon (OST) <jon.furman@dot.gov>                       | Required |
| Poole, Sean (FMCSA) <sean.poole@dot.gov>                     | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                       | Required |
| Ray, James (OST) <Jim.Ray@dot.gov>                           | Required |
| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>                 | Required |
| Henry, Tina (OST) <tina.henry@dot.gov>                       | Required |
| Sylvester, Marco (OST) <marco.sylvester@dot.gov>             | Required |
| Smith, Geoff (OST) <geoff.smith@dot.gov>                     | Required |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required |
| Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>         | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                       | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>             | Required |
| Barnard, Brian (NHTSA) <brian.barnard@dot.gov>               | Required |
| Kloster, Andrew (OST) <andrew.kloster@dot.gov>               | Required |
| Bedell, Anthony (OST) <anthony.bedell@dot.gov>               | Required |

|                                                       |          |
|-------------------------------------------------------|----------|
| Genero, Laura (OST) <Laura.Genero@dot.gov>            | Required |
| Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>        | Required |
| Kochman, Benjamin (OST)<br><benjamin.kochman@dot.gov> | Required |
| Nelson, Keith (OST) <keith.nelson@dot.gov>            | Required |
| Fraser, Bobby (PHMSA) <bobby.fraser@dot.gov>          | Required |
| Deck, Wiley (FMCSA) <wiley.deck@dot.gov>              | Required |
| Newman, Philip (FTA) <philip.newman@dot.gov>          | Required |
| Edwards, Sara (OST) <sara.edwards@dot.gov>            | Required |
| Cote, Gregory (OST) <gregory.cote@dot.gov>            | Required |
| Mullen, Jim (FMCSA) <jim.mullen@dot.gov>              | Required |
| Tucker, Deva (OST) <Deva.Tucker@dot.gov>              | Required |
| Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>    | Required |
| Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>             | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>        | Required |
| Morgan, Owen (OST) <owen.morgan@dot.gov>              | Required |
| James, Charles (OST) <charles.james@dot.gov>          | Required |
| Martin, Gregory (OST) <gregory.martin@dot.gov>        | Required |
| Simon, Doug (OST) <doug.simon@dot.gov>                | Required |
| Minock, Nick (OST) <nickolaus.minock@dot.gov>         | Required |
| Cheap, Casey (OST) <casey.cheap@dot.gov>              | Required |
| Roberti, Paul (PHMSA) <paul.roberti@dot.gov>          | Required |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>          | Required |
| Deputy Scheduler <DeputyScheduler@dot.gov>            | Required |

|                                                           |          |
|-----------------------------------------------------------|----------|
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required |
| ConfRm-HQ-Lincoln Room (OST)<br><Lincoln.Room@dot.gov>    | Resource |
| Flowers, Darien <Darien.Flowers@dot.gov>                  | Required |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>                | Required |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>                | Required |
| Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>        | Required |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                    | Required |
| Mitton, Chris (OST) <chris.mitton@dot.gov>                | Required |
| Morrison, Jonathan (NHTSA)<br><Jonathan.Morrison@dot.gov> | Required |
| Morris, Willis (OST) <willis.morris@dot.gov>              | Required |
| Trippe, Charles <AWA> <charles.trippe@faa.gov>            | Required |
| Amereihn, Tina <AWA> <tina.amereihn@faa.gov>              | Required |
| Wang, Tim (OST) <tim.wang@dot.gov>                        | Required |
| Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov>  | Required |
| Chinn, Monica (OST) <monica.chinn@dot.gov>                | Required |
| Baker, Shana (FHWA) <Shana.Baker@dot.gov>                 | Required |
| Morabito, Cameron (OST)<br><cameron.morabito@dot.gov>     | Required |
| Short, David (OST) <david.short@dot.gov>                  | Required |
| Buzby, Mark (MARAD) <mark.buzby@dot.gov>                  | Required |



|                                                             |          |
|-------------------------------------------------------------|----------|
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>                | Required |
| Pearce, Drue (PHMSA) <drue.pearce@dot.gov>                  | Required |
| Bonini, Kyle (FMCSA) <kyle.bonini@dot.gov>                  | Required |
| Barbknecht, McKenzie (OST)<br><mckenzie.barbknecht@dot.gov> | Required |
| Shaffer, Kirk <kirk.shaffer@faa.gov>                        | Required |

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**Friday, November 23, 2018**

▲ **Time** All Day  
**Subject** (b) (6)

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▲ **Time** All Day  
**Subject** S2 - Out of the Office

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**Monday, November 26, 2018**

▲ **Time** 8:30 AM – 9:00 AM  
**Subject** Senior Staff  
**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | Furman, Jon (OST) <jon.furman@dot.gov>                    | Required          |
|                  | Genero, Laura (OST) <Laura.Genero@dot.gov>                | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                    | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                      | Required          |
|                  | Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>                  | Required          |

Edwards, Sara (OST) <sara.edwards@dot.gov>

Required

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▲ **Time** 9:30 AM – 11:30 AM  
**Subject** Red Folder  
**Categories** Red Category

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▲ **Time** 2:00 PM – 2:30 PM  
**Subject** Courtney Genosi Watson - Raytheon  
**Location** S1 Conference Room - DOT 1200 New Jersey Ave SE Washingtonb DC 20590  
When you arrive in the lobby check-in at the security desk with your government issued I.D. and Rita Bibbs-Daniels will be contacted to escort you to the conference room.

POC: Rita Bibbs-Daniels

202-366-1103

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                       | <b>Attendance</b> |
|------------------|--------------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>           | Organizer         |
|                  | Courtney_Watson (b) (6)<br>(b) (6)               | Required          |
|                  | Giovanna Bisbee (b) (6)                          | Optional          |
|                  | Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>     | Required          |
|                  | Bailey, Megan <AWA> <megan.bailey@faa.gov>       | Required          |
|                  | Burnham, Kristen <AWA> <kristen.burnham@faa.gov> | Required          |

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▲ **Time** 3:00 PM – 3:30 PM  
**Subject** FACA Meeting  
**Location** S2 Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                     | <b>Attendance</b> |
|------------------|------------------------------------------------|-------------------|
|                  | Simon, Doug (OST) <doug.simon@dot.gov>         | Organizer         |
|                  | Lund, Caryn M (OST) <caryn.moore.lund@dot.gov> | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>         | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>         | Required          |

|                                                |          |
|------------------------------------------------|----------|
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>       | Required |
| Smith, Loren (OST) <Loren.Smith@dot.gov>       | Required |
| Wang, Tim (OST) <tim.wang@dot.gov>             | Required |
| Cote, Gregory (OST) <gregory.cote@dot.gov>     | Required |
| Morris, Willis (OST) <willis.morris@dot.gov>   | Required |
| Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov> | Optional |

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▲ **Time** 6:00 PM – 6:30 PM

**Subject** Wrap Up

**Location** Secretary's Conference Room

**Attendees**

| Name <E-mail>                                             | Attendance |
|-----------------------------------------------------------|------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer  |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required   |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required   |
| Furman, Jon (OST) <jon.furman@dot.gov>                    | Required   |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                | Required   |
| Inman, Todd (OST) <todd.inman@dot.gov>                    | Required   |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required   |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required   |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required   |
| Kramer, John (OST) <John.Kramer@dot.gov>                  | Required   |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required   |

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**Tuesday, November 27, 2018**

▲ **Time** 8:30 AM – 9:00 AM

**Subject** Senior Staff Meeting

**Location** Secretary's Conference Room

**Attendees**

| Name <E-mail> | Attendance |
|---------------|------------|
|---------------|------------|

|                                                           |           |
|-----------------------------------------------------------|-----------|
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required  |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required  |
| Furman, Jon (OST) <jon.furman@dot.gov>                    | Required  |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                | Required  |
| Inman, Todd (OST) <todd.inman@dot.gov>                    | Required  |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required  |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required  |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required  |
| Kramer, John (OST) <John.Kramer@dot.gov>                  | Required  |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required  |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required  |

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▲ **Time** 9:30 AM – 10:00 AM

**Subject** Weekly Modal Administrator's Meeting

**Location** Lincoln Conference Room

**Attendees**

| <b>Name &lt;E-mail&gt;</b>                                   | <b>Attendance</b> |
|--------------------------------------------------------------|-------------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>                   | Organizer         |
| Martinez, Raymond P. (FMCSA)<br><Raymond.Martinez@dot.gov>   | Required          |
| Kania, Adriana (OST) <adriana.kania@dot.gov>                 | Required          |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                       | Required          |
| Buzby, Mark (MARAD) <mark.buzby@dot.gov>                     | Required          |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                   | Required          |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required          |

|                                                           |          |
|-----------------------------------------------------------|----------|
| Hildebrand, Vicki (OST) <victoria.hildebrand@dot.gov>     | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                    | Required |
| James, Charles (OST) <charles.james@dot.gov>              | Required |
| King, Heidi (NHTSA) <heidi.king@dot.gov>                  | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>              | Required |
| Morgan, Owen (OST) <owen.morgan@dot.gov>                  | Required |
| Morris, Willis (OST) <willis.morris@dot.gov>              | Required |
| Owens, James (OST) <James.Owens@dot.gov>                  | Required |
| Pearce, Drue (PHMSA) <drue.pearce@dot.gov>                | Required |
| Ray, James (OST) <Jim.Ray@dot.gov>                        | Required |
| Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>      | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>            | Required |
| Danielson, Jack (NHTSA) <jack.danielson@dot.gov>          | Required |
| Hurdle, Lana (OST) <Lana.Hurdle@dot.gov>                  | Required |
| Kaleta, Judy (OST) <Judy.Kaleta@dot.gov>                  | Required |
| Lefevre, Maria (OST) <maria.lefevre@dot.gov>              | Required |
| McMillan, Howard (PHMSA)<br><howard.mcmillan@dot.gov>     | Required |
| Middlebrook, Craig (SLS) <Craig.Middlebrook@dot.gov>      | Required |
| Scovel, Calvin L <OIG> <calvin.scovel@oig.dot.gov>        | Required |
| Szabat, Joel (OST) <Joel.Szabat@dot.gov>                  | Required |

|                                                          |          |
|----------------------------------------------------------|----------|
| Washington, Keith (OST) <Keith.Washington@dot.gov>       | Required |
| Welbes, Matt (FTA) <Matt.Welbes@dot.gov>                 | Required |
| Elliott, Skip (PHMSA) <howard.elliott@dot.gov>           | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                     | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>         | Required |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>             | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>                 | Required |
| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>             | Required |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>             | Required |
| Edwards, Sara (OST) <sara.edwards@dot.gov>               | Required |
| Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>       | Required |
| Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov> | Required |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>               | Required |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                   | Required |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>               | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                   | Required |
| Cote, Gregory (OST) <gregory.cote@dot.gov>               | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                 | Required |
| Chavez, Richard (OST) <richard.chavez@dot.gov>           | Required |
| Everett, Thomas (FHWA) <Thomas.Everett@dot.gov>          | Required |

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▲ **Time** 10:00 AM – 10:30 AM  
**Subject** DOT/WH  
**Recurrence** Occurs every Tuesday effective 11/6/2018 until 11/27/2018 from 10:00 AM to 10:30 AM  
**Categories** Green Category, Yellow Category

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▲ **Time** 11:30 AM – 12:00 PM  
**Subject** WH/DOT  
**Recurrence** Occurs every Tuesday effective 11/6/2018 until 11/27/2018 from 11:30 AM to 12:00 PM  
**Categories** Green Category

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▲ **Time** 11:30 AM – 12:30 PM  
**Subject** FW: FAA REAUTH  
**Location** DOT Lincoln Room W90  
For those that need a fuller refresh on the FAA Reauthorization Actions; please feel free to join this meeting which we have set for FAA and OST COMMS offices.

Bailey and James will be leading the discussion.

-----Original Appointment-----  
From: Hall, Cathy (OST) On Behalf Of McInerney, Marianne (OST)  
Sent: Thursday, November 15, 2018 12:40 PM  
To: McInerney, Marianne (OST); Gregory.Martin@faa.gov; Edwards, Bailey <AWA>; Owens, James (OST); PressOffice  
Cc: Barrett, Renee <AWA>; Hall, Cathy (OST); Minock, Nick (OST); Koehlke, Alex  
Subject: FAA REAUTH  
When: Tuesday, November 27, 2018 11:30 AM-12:30 PM (UTC-05:00) Eastern Time (US & Canada).  
Where: DOT Lincoln Room W90

Discussion of spread sheet requirements, deadlines. What communication opportunities are available?

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Organizer         |
|                  | Gregory.Martin@faa.gov <Gregory.Martin@faa.gov>           | Required          |
|                  | Edwards, Bailey <AWA> <bailey.edwards@faa.gov>            | Required          |
|                  | Owens, James (OST) <James.Owens@dot.gov>                  | Required          |
|                  | PressOffice <PressOffice@dot.gov>                         | Required          |
|                  | Hall, Cathy (OST) <cathy.hall@dot.gov>                    | Required          |

|                                                             |          |
|-------------------------------------------------------------|----------|
| Barbknecht, McKenzie (OST)<br><mckenzie.barbknecht@dot.gov> | Required |
| Bradford, Stephen (OST) <stephen.bradford@dot.gov>          | Required |
| Post, Andy (OST) <Andy.Post@dot.gov>                        | Required |
| Irving, Lori (OST) <Lori.Irving@dot.gov>                    | Required |
| Dao, Edward (OST) <edward.dao@dot.gov>                      | Required |
| Sampson, Donna (OST) <Donna.Sampson@dot.gov>                | Required |
| Barrett, Renee <AWA> <renee.barrett@faa.gov>                | Optional |
| Minock, Nick (OST) <nickolaus.minock@dot.gov>               | Optional |
| Koehlke, Alex <Alex.Koehlke@dot.gov>                        | Optional |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>                | Optional |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>                | Optional |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                  | Optional |
| Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>        | Optional |
| Graham, Douglas (OST) <douglas.graham@dot.gov>              | Optional |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                      | Optional |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>              | Optional |
| Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov>      | Optional |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                      | Optional |
| Tse, Marina (OST) <marina.tse@dot.gov>                      | Optional |
| Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>            | Optional |

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▲ **Time** 4:00 PM – 4:30 PM  
**Subject** HOLD

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▲ **Time** 6:00 PM – 6:30 PM  
**Subject** Wrap Up



|                  |                                                           |                   |
|------------------|-----------------------------------------------------------|-------------------|
| <b>Location</b>  | Secretary's Conference Room                               |                   |
| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | Furman, Jon (OST) <jon.furman@dot.gov>                    | Required          |
|                  | Genero, Laura (OST) <Laura.Genero@dot.gov>                | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                    | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                      | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>                  | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |

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**Wednesday, November 28, 2018**

▲ **Time** 1:00 PM – 3:30 PM  
**Subject** SPECIAL PROJECT  
**Categories** Red Category

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▲ **Time** 3:00 PM – 4:00 PM  
**Subject** Bob Poole re: Surface Transportation Reauthorization  
**Location** ConfRm-HQ-Lincoln Room (OST)  
<<https://reason.org/wp-content/uploads/2015/09/robert-poole.jpg>>

Robert Poole

Director of Transportation Policy, Reason Foundation

Robert Poole is director of transportation policy and Searle Freedom Trust Transportation Fellow at Reason Foundation.

Poole, an MIT-trained engineer, advised the Ronald Reagan, George H.W. Bush, Clinton, and George W. Bush administrations on

infrastructure issues.

### Surface Transportation

In the field of surface transportation, Poole has advised the Federal Highway Administration, the Federal Transit Administration, the White House Office of Policy Development, National Economic Council, Government Accountability Office, and state DOTs in numerous states.

Poole's 1988 policy paper proposing privately financed toll lanes to relieve congestion directly inspired California's landmark private tollway law (AB 680), which authorized four pilot toll projects including the successful 91 Express Lanes in Orange County. More than 20 other states and the federal government have since enacted similar public-private partnership legislation. In 1993, Poole oversaw a study that coined the term HOT (high-occupancy toll) Lanes, a term which has become widely accepted since.

California Gov. Pete Wilson appointed Poole to the California's Commission on Transportation Investment and he also served on the Caltrans Privatization Advisory Steering Committee, where he helped oversee the implementation of AB 680.

From 2003 to 2005, he was a member of the Transportation Research Board's special committee on the long-term viability of the fuel tax for highway finance. In 2008 he served as a member of the Texas Study Committee on Private Participation in Toll Roads, appointed by Gov. Rick Perry. In 2009, he was a member of an Expert Review Panel for Washington State DOT, advising on a \$1.5 billion toll mega-project. In 2010, he was a member of the transportation transition team for Florida's Governor-elect Rick Scott. He is a member of two TRB standing committees: Congestion Pricing and Managed Lanes.

### Aviation

Poole is a member of the Government Accountability Office's National Aviation Studies Advisory Panel and he has testified before the House and Senate's aviation subcommittees on numerous occasions. Following the terrorist attacks of Sept. 11, 2001, Poole consulted the White House Domestic Policy Council and the leadership of the House Transportation & Infrastructure Committee.

He has also advised the Federal Aviation Administration, Office of the Secretary of Transportation, White House Office of Policy Development, National Performance Review, National Economic Council, and the National Civil Aviation Review Commission on aviation issues. Poole is a member of the Critical Infrastructure Council of the Los Angeles Economic Development Corporation and of

the Air Traffic Control Association.

Poole was among the first to propose the commercialization of the U.S. air traffic control system, and his work in this field has helped shape proposals for a U.S. air traffic control corporation. A version of his corporation concept was implemented in Canada in 1996 and was more recently endorsed by several former top FAA administrators.

Poole's studies also launched a national debate on airport privatization in the United States. He advised both the FAA and local officials during the 1989-90 controversy over the proposed privatization of Albany (NY) Airport. His policy research on this issue helped inspire Congress' 1996 enactment of the Airport Privatization Pilot Program and the privatization of Indianapolis' airport management under Mayor Steve Goldsmith.

#### General Background

Robert Poole co-founded the Reason Foundation with Manny Klausner and Tibor Machan in 1978, and served as its president and CEO from then until the end of 2000. He was a member of the Bush-Cheney transition team in 2000. Over the years, he has advised the Reagan, George H.W. Bush, Clinton, and George W. Bush administrations on privatization and transportation policy.

Poole is credited as the first person to use the term "privatization" to refer to the contracting-out of public services and is the author of the first-ever book on privatization, *Cutting Back City Hall*, published by Universe Books in 1980. He is also editor of the books *Instead of Regulation: Alternatives to Federal Regulatory Agencies* (Lexington Books, 1981), *Defending a Free Society* (Lexington Books, 1984), and *Unnatural Monopolies* (Lexington Books, 1985). He also co-edited the book *Free Minds & Free Markets: 25 Years of Reason* (Pacific Research Institute, 1993).

Poole has written hundreds of articles, papers, and policy studies on privatization and transportation issues. His popular writings have appeared in national newspapers, including *The New York Times*, *The Wall Street Journal*, *USA Today*, *Forbes*, and numerous other publications. He has also been a guest on network television programs such as *Good Morning America*, *NBC's Nightly News*, *ABC's World News Tonight*, and *the CBS Evening News*. Poole writes a monthly column on transportation issues for *Public Works Financing*.

Poole earned his B.S. and M.S. in mechanical engineering at Massachusetts Institute of Technology (MIT) and did graduate work in operations research at New York University.

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>           | <b>Attendance</b> |
|------------------|--------------------------------------|-------------------|
|                  | Kan, Derek (OST) <derek.kan@dot.gov> | Organizer         |

|                                                              |          |
|--------------------------------------------------------------|----------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                       | Required |
| Burthey, Grover (OST) <grover.burthey@dot.gov>               | Required |
| Rosen, Jeff (OST) <jeff.rosen@dot.gov>                       | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>             | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                     | Required |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>               | Required |
| Ray, James (OST) <Jim.Ray@dot.gov>                           | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>                 | Required |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>                 | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                   | Required |
| Owens, James (OST) <James.Owens@dot.gov>                     | Required |
| Flowers, Darien <Darien.Flowers@dot.gov>                     | Required |
| Etchen, Alex (OST) <alex.etchen@dot.gov>                     | Required |
| Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>               | Required |
| Deputy Scheduler <DeputyScheduler@dot.gov>                   | Required |
| Parker, Mala (FHWA) <mala.parker@dot.gov>                    | Required |
| Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>                    | Required |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov>    | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                       | Required |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                       | Required |
| Newman, Philip (FTA) <philip.newman@dot.gov>                 | Required |

|                                                |          |
|------------------------------------------------|----------|
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>     | Optional |
| Morgan, Owen (OST) <owen.morgan@dot.gov>       | Optional |
| Post, Andy (OST) <Andy.Post@dot.gov>           | Optional |
| Williams, Jane (FTA) <k.jane.williams@dot.gov> | Required |

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▲ **Time** 4:00 PM – 5:00 PM  
**Subject** FW: Annual Ethics Training 2018 - Make up session for appointees  
**Location** ConfRm-HQ-Lincoln Room (OST)  
-----Original Appointment-----  
From: Ethics Office (OST)  
Sent: Monday, November 26, 2018 4:44 PM  
To: Ethics Office (OST); Inman, Todd (OST); Hammonds, Sonya  
Subject: Annual Ethics Training 2018 - Make up session for appointees  
When: Wednesday, November 28, 2018 4:00 PM-5:00 PM (UTC-05:00)  
Eastern Time (US & Canada).  
Where: ConfRm-HQ-Lincoln Room (OST)

Please forward to any OST appointees who still need to complete Annual Ethics Training.

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                            | <b>Attendance</b> |
|------------------|-------------------------------------------------------|-------------------|
|                  | Ethics Office (OST) <ethicsoffice@dot.gov>            | Organizer         |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                | Required          |
|                  | Hammonds, Sonya <sonya.hammonds@dot.gov>              | Required          |
|                  | Herr, Ellen (OST) <ellen.herr@dot.gov>                | Required          |
|                  | Bedell, Anthony (OST) <anthony.bedell@dot.gov>        | Required          |
|                  | Edwards, Sara (OST) <sara.edwards@dot.gov>            | Required          |
|                  | Fink, Andrew (OST) <andrew.fink@dot.gov>              | Required          |
|                  | Henry, Tina (OST) <tina.henry@dot.gov>                | Required          |
|                  | Kania, Adriana (OST) <adriana.kania@dot.gov>          | Required          |
|                  | Morabito, Cameron (OST)<br><cameron.morabito@dot.gov> | Required          |

|                                                               |          |
|---------------------------------------------------------------|----------|
| Reyes, Juan D. III (FRA) <j.reyes@dot.gov>                    | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                      | Optional |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                        | Optional |
| Hildebrand, Vicki (OST) <victoria.hildebrand@dot.gov>         | Optional |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>                  | Optional |
| Weddle, Christina CTR (OST)<br><christina.weddle.ctr@dot.gov> | Optional |
| Bradley, Perrin (FRA) <perrin.bradley@dot.gov>                | Optional |

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**Thursday, November 29, 2018**

▲ **Time** 9:00 AM – 9:30 AM

**Subject** Weekly (Non-Career) Staff Meeting

**Location** ConfRm-HQ-Lincoln Room (OST)

**Recurrence** Occurs every Thursday effective 11/1/2018 until 11/29/2018 from 9:00 AM to 9:30 AM

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                 | <b>Attendance</b> |
|------------------|------------------------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                     | Organizer         |
|                  | Martinez, Raymond P. (FMCSA)<br><Raymond.Martinez@dot.gov> | Required          |
|                  | Koehlke, Alex <Alex.Koehlke@dot.gov>                       | Required          |
|                  | Riccardo, George (OST) <george.riccardo@dot.gov>           | Required          |
|                  | Smeda, Elisabeth <AWA> <elisabeth.smeda@faa.gov>           | Required          |
|                  | Plans, Barry (OST) <barry.plans@dot.gov>                   | Required          |
|                  | Etchen, Alex (OST) <alex.etchen@dot.gov>                   | Required          |
|                  | Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>             | Required          |
|                  | Post, Andy (OST) <Andy.Post@dot.gov>                       | Required          |
|                  | Dombrowski, Eileen (OST)<br><Eileen.Dombrowski@dot.gov>    | Required          |
|                  | King, Heidi (NHTSA) <heidi.king@dot.gov>                   | Required          |

|                                                        |          |
|--------------------------------------------------------|----------|
| Graham, Douglas (OST) <douglas.graham@dot.gov>         | Required |
| Kania, Adriana (OST) <adriana.kania@dot.gov>           | Required |
| Curto, Michael (OST) <Michael.Curto@dot.gov>           | Required |
| Elliott, Skip (PHMSA) <howard.elliott@dot.gov>         | Required |
| Hess, Chris (FRA) <christopher.hess@dot.gov>           | Required |
| Wilkinson, James (OST) <james.wilkinson@dot.gov>       | Required |
| Owens, James (OST) <James.Owens@dot.gov>               | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>               | Required |
| Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov> | Required |
| Bradford, Stephen (OST) <stephen.bradford@dot.gov>     | Required |
| Reynard, Mike (FHWA) <mike.reynard@dot.gov>            | Required |
| Smith, Loren (OST) <Loren.Smith@dot.gov>               | Required |
| Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>       | Required |
| Parker, Mala (FHWA) <mala.parker@dot.gov>              | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>               | Required |
| Kuo, Monica (OST) <monica.kuo@dot.gov>                 | Required |
| Worthy, Sharon (OST) <sharon.worthy@dot.gov>           | Required |
| Cipriano, Peter (FRA) <peter.cipriano@dot.gov>         | Required |
| Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>         | Required |
| Furman, Jon (OST) <jon.furman@dot.gov>                 | Required |
| Poole, Sean (FMCSA) <sean.poole@dot.gov>               | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                 | Required |
| Ray, James (OST) <Jim.Ray@dot.gov>                     | Required |

|                                                              |          |
|--------------------------------------------------------------|----------|
| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>                 | Required |
| Henry, Tina (OST) <tina.henry@dot.gov>                       | Required |
| Sylvester, Marco (OST) <marco.sylvester@dot.gov>             | Required |
| Smith, Geoff (OST) <geoff.smith@dot.gov>                     | Required |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required |
| Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>         | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                       | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>             | Required |
| Barnard, Brian (NHTSA) <brian.barnard@dot.gov>               | Required |
| Kloster, Andrew (OST) <andrew.kloster@dot.gov>               | Required |
| Bedell, Anthony (OST) <anthony.bedell@dot.gov>               | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                   | Required |
| Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>               | Required |
| Kochman, Benjamin (OST)<br><benjamin.kochman@dot.gov>        | Required |
| Nelson, Keith (OST) <keith.nelson@dot.gov>                   | Required |
| Fraser, Bobby (PHMSA) <bobby.fraser@dot.gov>                 | Required |
| Deck, Wiley (FMCSA) <wiley.deck@dot.gov>                     | Required |
| Newman, Philip (FTA) <philip.newman@dot.gov>                 | Required |
| Edwards, Sara (OST) <sara.edwards@dot.gov>                   | Required |
| Cote, Gregory (OST) <gregory.cote@dot.gov>                   | Required |
| Mullen, Jim (FMCSA) <jim.mullen@dot.gov>                     | Required |
| Tucker, Deva (OST) <Deva.Tucker@dot.gov>                     | Required |



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|-----------------------------------------------------------|----------|
| Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>        | Required |
| Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>                 | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>            | Required |
| Morgan, Owen (OST) <owen.morgan@dot.gov>                  | Required |
| James, Charles (OST) <charles.james@dot.gov>              | Required |
| Martin, Gregory (OST) <gregory.martin@dot.gov>            | Required |
| Simon, Doug (OST) <doug.simon@dot.gov>                    | Required |
| Minock, Nick (OST) <nickolaus.minock@dot.gov>             | Required |
| Cheap, Casey (OST) <casey.cheap@dot.gov>                  | Required |
| Roberti, Paul (PHMSA) <paul.roberti@dot.gov>              | Required |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>              | Required |
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required |
| ConfRm-HQ-Lincoln Room (OST)<br><Lincoln.Room@dot.gov>    | Resource |
| Flowers, Darien <Darien.Flowers@dot.gov>                  | Required |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>                | Required |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>                | Required |
| Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>        | Required |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                    | Required |
| Mitton, Chris (OST) <chris.mitton@dot.gov>                | Required |

|                                                             |          |
|-------------------------------------------------------------|----------|
| Morrison, Jonathan (NHTSA)<br><Jonathan.Morrison@dot.gov>   | Required |
| Morris, Willis (OST) <willis.morris@dot.gov>                | Required |
| Trippe, Charles <AWA> <charles.trippe@faa.gov>              | Required |
| Amereihn, Tina <AWA> <tina.amereihn@faa.gov>                | Required |
| Wang, Tim (OST) <tim.wang@dot.gov>                          | Required |
| Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov>    | Required |
| Chinn, Monica (OST) <monica.chinn@dot.gov>                  | Required |
| Baker, Shana (FHWA) <Shana.Baker@dot.gov>                   | Required |
| Morabito, Cameron (OST)<br><cameron.morabito@dot.gov>       | Required |
| Short, David (OST) <david.short@dot.gov>                    | Required |
| Buzby, Mark (MARAD) <mark.buzby@dot.gov>                    | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>                | Required |
| Pearce, Drue (PHMSA) <drue.pearce@dot.gov>                  | Required |
| Bonini, Kyle (FMCSA) <kyle.bonini@dot.gov>                  | Required |
| Barbknecht, McKenzie (OST)<br><mckenzie.barbknecht@dot.gov> | Required |
| Shaffer, Kirk <kirk.shaffer@faa.gov>                        | Required |

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▲ **Time** 4:00 PM – 4:30 PM  
**Subject** Interview w/Liam McKenna (Office of General Counsel Position)  
**Location** S2's Office  
Steve/Christina: FYI

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                 | <b>Attendance</b> |
|------------------|--------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov> | Organizer         |
|                  | Simon, Doug (OST) <doug.simon@dot.gov>     | Required          |

Burr, Geoff (OST) <geoff.burr@dot.gov> Required

Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> Required

Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov> Required

**Friday, November 30, 2018**

▲ **Time** All Day  
**Subject** (b) (6)

▲ **Time** 9:30 AM – 10:00 AM  
**Subject** Canceled: Schedule Review  
**Location** COS Office  
**Recurrence** Occurs every Friday effective 11/2/2018 until 11/30/2018 from 9:30 AM to 10:00 AM  
**Importance** High

**Attendees**

| Name <E-mail>                              | Attendance |
|--------------------------------------------|------------|
| Edwards, Sara (OST) <sara.edwards@dot.gov> | Organizer  |
| Burr, Geoff (OST) <geoff.burr@dot.gov>     | Required   |

▲ **Time** 2:00 PM – 2:30 PM  
**Subject** FMCSA Pre-employment screening program  
**Location** Geoff will call Drew at (b) (6)

**Attendees**

| Name <E-mail>                          | Attendance |
|----------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov> | Organizer  |
| (b) (6)                                | Required   |

▲ **Time** 3:30 PM – 4:00 PM  
**Subject** Alaska Earthquake & Other  
**Location** AOA Conference Room / (b) (6)

**Attendees**

| Name <E-mail>                                | Attendance |
|----------------------------------------------|------------|
| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov> | Organizer  |
| Burr, Geoff (OST) <geoff.burr@dot.gov>       | Required   |
| Inman, Todd (OST) <todd.inman@dot.gov>       | Required   |
| Burrus, Carl <AWA> <carl.burrus@faa.gov>     | Required   |
| Burleson, Carl <AWA> <carl.burleson@faa.gov> | Required   |

Amereihn, Tina <AWA> <tina.amereihn@faa.gov> Required

Martin, Gregory <AWA> <gregory.martin@faa.gov> Required

McInerney, Marianne (OST) Required  
<marianne.mcinerney@dot.gov>

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**Calendar Calendar**

Saturday, December 1, 2018 – Monday, December 31, 2018

Time zone: (UTC-05:00) Eastern Time (US & Canada)

(Adjusted for Daylight Saving Time)

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**December 2018**

Su Mo Tu We Th Fr Sa

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| <a href="#">2</a>  | <a href="#">3</a>  | <a href="#">4</a>  | <a href="#">5</a>  | <a href="#">6</a>  | <a href="#">7</a>  | <a href="#">8</a>  |
| 9                  | <a href="#">10</a> | <a href="#">11</a> | <a href="#">12</a> | <a href="#">13</a> | <a href="#">14</a> | <a href="#">15</a> |
| 16                 | <a href="#">17</a> | <a href="#">18</a> | <a href="#">19</a> | <a href="#">20</a> | <a href="#">21</a> | <a href="#">22</a> |
| <a href="#">23</a> | <a href="#">24</a> | <a href="#">25</a> | <a href="#">26</a> | <a href="#">27</a> | <a href="#">28</a> | <a href="#">29</a> |
| <a href="#">30</a> | 31                 |                    |                    |                    |                    |                    |

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|---------------------------------------------------------------------------------|------------|---------------------|
| ▲ <a href="#">Alaska Earthquake Situational Brief</a>                           | Sun, Dec 2 | 3:00 PM – 4:00 PM   |
| CMC Teleconference Line (b) (6) and Pin: (b) (6) (b) (6) (b) (6)                |            | 3:50 PM – 4:50 PM   |
| ▲ <a href="#">FACA Meeting</a>                                                  | Mon, Dec 3 | 11:30 AM – 12:00 PM |
| TBD                                                                             |            |                     |
| <a href="#">Media Issues</a>                                                    |            | 2:00 PM – 2:30 PM   |
| S2 Conference Room                                                              |            |                     |
| <a href="#">Interview w/ (b) (6) (Chief Counsel, mode TBD)</a>                  |            | 4:15 PM – 4:45 PM   |
| S2's Office                                                                     |            |                     |
| <a href="#">Non-Career DOT/DOL Alumni Holiday Party</a>                         |            | 5:00 PM – 7:00 PM   |
| ▲ <a href="#">DOT/USDA HQ - 1400 Jefferson Drive, SW</a>                        | Tue, Dec 4 | 10:30 AM – 11:00 AM |
| <a href="#">USDA HQ - 1400 Jefferson Drive, SW /DOT</a>                         |            | 12:00 PM – 12:30 PM |
| <a href="#">STARTING SHORTLY: speaker event: Steve Moore on economic policy</a> |            | 1:30 PM – 2:30 PM   |
| Lincoln Room                                                                    |            |                     |
| ▲ <a href="#">Meeting with S2, Burr, Todd</a>                                   | Wed, Dec 5 | 4:30 PM – 5:00 PM   |

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|   |                                                                                             |             |                     |
|---|---------------------------------------------------------------------------------------------|-------------|---------------------|
|   | <a href="#">Meeting with S2, Burr, Todd, &amp; Doug</a>                                     |             | 5:00 PM – 5:30 PM   |
|   | <a href="#">Denzel McGuire</a>                                                              |             | 7:00 PM – 8:00 PM   |
| ▲ | <a href="#">Weekly (Non-Career) Staff Meeting</a><br>ConfRm-HQ-Lincoln Room (OST)           | Thu, Dec 6  | 9:00 AM – 9:30 AM   |
|   | <a href="#">BUILD Calls</a>                                                                 |             | 9:30 AM – 11:30 AM  |
|   | (b) (6)                                                                                     |             | 10:30 AM – 11:30 AM |
|   | <a href="#">BUILD Calls</a>                                                                 |             | 12:30 PM – 3:30 PM  |
|   | <a href="#">African American History Event Briefing</a><br>GEoffs Office - W90-314          |             | 1:30 PM – 2:00 PM   |
|   | <a href="#">Red Folder</a>                                                                  |             | 3:30 PM – 5:00 PM   |
|   | <a href="#">Interview with</a> (b) (6)<br>OGC Conference Room or S10<br>Conference Room TBD |             | 5:00 PM – 5:45 PM   |
|   | <a href="#">Wrap Up</a><br>Secretary's Conference Room                                      |             | 6:00 PM – 6:30 PM   |
| ▲ | <a href="#">BLOCK</a>                                                                       | Fri, Dec 7  |                     |
| ▲ | (b) (6)<br>(b) (6)                                                                          | Sat, Dec 8  | 1:10 PM – 2:10 PM   |
| ▲ | <a href="#">RED FOLDER</a>                                                                  | Mon, Dec 10 | 2:00 PM – 4:30 PM   |
| ▲ | <a href="#">DOT/WH</a>                                                                      | Tue, Dec 11 | 10:00 AM – 10:30 AM |
|   | <a href="#">WH/DOT</a>                                                                      |             | 11:30 AM – 12:00 PM |
|   | <a href="#">Pre-brief : DOT 90 Day Outlook Meeting</a><br>Geoff's office                    |             | 3:00 PM – 3:30 PM   |
| ▲ | <a href="#">S3 Re-Organization</a><br>S2 Conference Room                                    | Wed, Dec 12 | 2:00 PM – 3:00 PM   |
|   | <a href="#">FACA Meeting</a><br>W91-124                                                     |             | 3:30 PM – 4:00 PM   |
|   | (b) (6)                                                                                     |             | 7:00 PM – 8:30 PM   |
| ▲ | <a href="#">Weekly (Non-Career) Staff Meeting</a><br>ConfRm-HQ-Lincoln Room (OST)           | Thu, Dec 13 | 9:00 AM – 9:30 AM   |
|   | <a href="#">Call: Jeff Miller</a>                                                           |             | 10:00 AM – 10:30 AM |

|       |                                                      |             |                     |
|-------|------------------------------------------------------|-------------|---------------------|
|       | <a href="#">Potential Shutdown Meeting</a>           |             | 11:30 AM – 12:00 PM |
|       | S2 Conference Room                                   |             |                     |
|       | <a href="#">DOT/WH</a>                               |             | 3:30 PM – 4:00 PM   |
|       | <a href="#">WH Christmas Reception</a>               |             | 4:00 PM – 7:00 PM   |
| <hr/> |                                                      |             |                     |
| ▲     | <a href="#">Canceled: Schedule Review</a>            | Fri, Dec 14 | 9:30 AM – 10:00 AM  |
|       | COS Office                                           |             |                     |
|       | (b) (6)                                              |             | 9:30 AM – 10:30 AM  |
|       | <a href="#">Interview w/Ryan Cote (CIO Position)</a> |             | 10:30 AM – 11:00 AM |
|       | S2's Office                                          |             |                     |
|       | <a href="#">FMCSA Issue</a>                          |             | 11:00 AM – 11:30 AM |
|       | S2 Conference Room                                   |             |                     |
|       | <a href="#">Willis Morris</a>                        |             | 1:00 PM – 1:30 PM   |
|       | Geoff's office                                       |             |                     |
|       | <a href="#">Oversight Meeting</a>                    |             | 3:00 PM – 3:45 PM   |
|       | S2 Conference Room                                   |             |                     |
|       | <a href="#">Wrap Up</a>                              |             | 5:30 PM – 6:00 PM   |
|       | Secretary's Conference Room                          |             |                     |
| <hr/> |                                                      |             |                     |
| ▲     | (b) (6)                                              | Sat, Dec 15 | 7:30 PM – 8:30 PM   |
|       | (b) (6)                                              |             |                     |
| <hr/> |                                                      |             |                     |
| ▲     | <a href="#">Heidi King</a>                           | Mon, Dec 17 | 10:30 AM – 11:00 AM |
|       | Geoff's office                                       |             |                     |
|       | <a href="#">FAA Reauth Implementation</a>            |             | 1:30 PM – 2:00 PM   |
|       | S2 Conference Room                                   |             |                     |
|       | <a href="#">DOT/WH</a>                               |             | 2:00 PM – 2:30 PM   |
|       | <a href="#">Davos Chiefs Meeting</a>                 |             | 2:00 PM – 2:30 PM   |
|       | EEOB 430 A/B/C                                       |             |                     |
|       | <a href="#">DOT 90 Day Outlook Meeting</a>           |             | 2:30 PM – 3:00 PM   |
|       | Cabinet Affairs, EEOB 126                            |             |                     |
|       | <a href="#">WH/DOT</a>                               |             | 3:00 PM – 3:30 PM   |
|       | <a href="#">Coffee</a>                               |             | 3:30 PM – 4:30 PM   |
|       | <a href="#">Wrap Up</a>                              |             | 6:00 PM – 6:30 PM   |
|       | Secretary's Conference Room                          |             |                     |
| <hr/> |                                                      |             |                     |
| ▲     | <a href="#">DOT/WH</a>                               | Tue, Dec 18 | 10:00 AM – 10:30 AM |
|       | <a href="#">WH/DOT</a>                               |             | 11:30 AM – 12:00 PM |
|       | (b) (6)                                              |             | 6:30 PM – 7:30 PM   |
|       | TBD                                                  |             |                     |
| <hr/> |                                                      |             |                     |
| ▲     | <a href="#">Coffee Shelley Hymes</a>                 | Wed, Dec 19 | 10:00 AM – 10:30 AM |

|       |                                                             |                            |                     |
|-------|-------------------------------------------------------------|----------------------------|---------------------|
|       | <a href="#">Orientation w/Geoff Burr &amp; Kirk Shaffer</a> |                            | 10:30 AM – 10:45 AM |
|       | Geoff's Office (W90-314)                                    |                            |                     |
|       | <a href="#">Review Travel Request Pre-Approvals</a>         |                            | 2:00 PM – 2:45 PM   |
|       | Geoff's office                                              |                            |                     |
|       | <a href="#">Newark Slot Update</a>                          |                            | 4:00 PM – 4:45 PM   |
|       | S2 Conference Room                                          |                            |                     |
|       | <a href="#">AIP Discussion</a>                              |                            | 5:00 PM – 5:30 PM   |
|       | S2 Conference Room                                          |                            |                     |
| <hr/> |                                                             |                            |                     |
| ▲     | <a href="#">Weekly (Non-Career) Staff Meeting</a>           | Thu, Dec 20                | 9:00 AM – 9:30 AM   |
|       | ConfRm-HQ-Lincoln Room (OST)                                |                            |                     |
|       | <a href="#">NHTSA Staffing</a>                              |                            | 11:30 AM – 12:00 PM |
|       | S2 Conference Room                                          |                            |                     |
|       | <a href="#">Lunch with Crawford, Bradbury, Hays</a>         |                            | 12:00 PM – 1:00 PM  |
|       | <a href="#">FACA Discussion</a>                             |                            | 2:00 PM – 2:30 PM   |
|       | S2's Office                                                 |                            |                     |
|       | <a href="#">HOLD - Do Not Move/Reschedule</a>               |                            | 3:00 PM – 3:30 PM   |
|       | <a href="#">Travel Discussion</a>                           |                            | 3:30 PM – 4:00 PM   |
|       | Lincoln Conference Room - 9th Floor                         |                            |                     |
|       | <a href="#">Discussion w/Ruth</a>                           |                            | 4:30 PM – 5:00 PM   |
|       | Geoff's office                                              |                            |                     |
| <hr/> |                                                             |                            |                     |
| ▲     | <a href="#">Canceled: Schedule Review</a>                   | Fri, Dec 21                | 9:30 AM – 10:00 AM  |
|       | COS Office                                                  |                            |                     |
|       | <a href="#">CRISI Brief Follow-Up</a>                       |                            | 10:30 AM – 11:00 AM |
|       | Secretary's Conference Room                                 |                            |                     |
|       | <a href="#">Agency Lapse Call</a>                           |                            | 1:00 PM – 1:30 PM   |
|       | Participant Dial-In: (b) (6)                                |                            |                     |
|       | Access Code: (b) (6)                                        |                            |                     |
|       | <a href="#">DOT Leadership Succession Discussion</a>        |                            | 1:30 PM – 2:00 PM   |
|       | S2's Office                                                 |                            |                     |
|       | <a href="#">St. Thomas Discussion</a>                       |                            | 2:00 PM – 2:45 PM   |
|       | AOA Conference Room/(b) (6)                                 |                            |                     |
|       | <a href="#">Interview</a> (b) (6)                           |                            | 3:30 PM – 4:00 PM   |
|       | S2's Office                                                 |                            |                     |
|       | <a href="#">Wrap Up</a>                                     |                            | 5:00 PM – 5:30 PM   |
|       | Secretary's Conference Room                                 |                            |                     |
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| ▲     | (b) (6)                                                     | Sat, Dec 22 to Sun, Dec 30 |                     |



|   |                                                   |             |                     |
|---|---------------------------------------------------|-------------|---------------------|
| ▲ | <a href="#">DOT/WH</a>                            | Tue, Dec 25 | 10:00 AM – 10:30 AM |
|   | <a href="#">WH/DOT</a>                            |             | 11:30 AM – 12:00 PM |
| ▲ | <a href="#">Weekly (Non-Career) Staff Meeting</a> | Thu, Dec 27 | 9:00 AM – 9:30 AM   |
|   | ConfRm-HQ-Lincoln Room (OST)                      |             |                     |
| ▲ | <a href="#">Canceled: Schedule Review</a>         | Fri, Dec 28 | 9:30 AM – 10:00 AM  |
|   | COS Office                                        |             |                     |

**Details**

**Sunday, December 2, 2018**

- ▲ **Time** 3:00 PM – 4:00 PM
- Subject** Alaska Earthquake Situational Brief
- Location** CMC Teleconference Line (b) (6) and Pin: (b) (6)  
Operating Administrators,

There is a conference call scheduled on Sunday, December 2, 2018 from 3:00 – 4:00 PM EST. Each Operating Administration should be prepared to brief the Deputy Chief of Staff on their respective status for the Alaska Earthquake. Teleconference number: (b) (6) and Pin (b) (6) will be utilized.

Crisis Management Center (CMC)

202-366-1863

| Attendees | Name <E-mail>                                             | Attendance |
|-----------|-----------------------------------------------------------|------------|
|           | CMC-01 (OST) (b) (6)                                      | Organizer  |
|           | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required   |
|           | Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required   |
|           | McMaster, Sean (OST) <sean.mcmaster@dot.gov>              | Required   |
|           | Bedell, Anthony (OST) <anthony.bedell@dot.gov>            | Required   |
|           | Batory, Ronald (FRA) <ronald.batory@dot.gov>              | Required   |

|                                                              |          |
|--------------------------------------------------------------|----------|
| Buzby, Mark (MARAD) <mark.buzby@dot.gov>                     | Required |
| Elliott, Skip (PHMSA) <howard.elliott@dot.gov>               | Required |
| Martinez, Raymond P. (FMCSA)<br><Raymond.Martinez@dot.gov>   | Required |
| Scovel, Calvin L <OIG> <calvin.scovel@oig.dot.gov>           | Required |
| CMC-02 (OST) (b) (6)                                         | Required |
| CMC-12 (OST) (b) (6)                                         | Required |
| CMC-18 (OST) (b) (6)                                         | Required |
| Douglas Plummer <douglas.plummer@hq.dhs.gov>                 | Required |
| Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>           | Required |
| Elwell, Daniel <AWA> <daniel.elwell@faa.gov>                 | Required |
| Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov>     | Required |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required |
| King, Heidi (NHTSA) <heidi.king@dot.gov>                     | Required |
| Middlebrook, Craig (SLS) <Craig.Middlebrook@dot.gov>         | Required |
| Pearce, Drue (PHMSA) <drue.pearce@dot.gov>                   | Required |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>                   | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>               | Required |
| Alan, Russ (MARAD) <russ.alan@dot.gov>                       | Required |
| Alexy, Karl (FRA) <john.alex@dot.gov>                        | Required |
| Amaro, Jack <OIG> <jack.amaro@oig.dot.gov>                   | Required |
| Appel, Alex (FHWA) <Alex.Appel@dot.gov>                      | Required |
| Baldwin, Eric (OST) <Eric.Baldwin@dot.gov>                   | Required |

|                                                      |          |
|------------------------------------------------------|----------|
| Brennan, Lisa (FTA) <lisa.brennan@dot.gov>           | Required |
| Burke, Steven <OIG> <steven.burke@oig.dot.gov>       | Required |
| Carnes, Jason (FHWA) <jason.carnes@dot.gov>          | Required |
| Ennis, Eileen <OIG> <eileen.ennis@oig.dot.gov>       | Required |
| Farley, Audrey (PHMSA) <Audrey.Farley@dot.gov>       | Required |
| Huggins, Ricky (FRA) <ricky.huggins@dot.gov>         | Required |
| Roberson, Jennifer <AXE> <jennifer.roberson@faa.gov> | Required |
| Keenan, Alex (FMCSA) <alex.keenan@dot.gov>           | Required |
| King, Jeffrey (FHWA) <jeffrey.king@dot.gov>          | Required |
| Mays, Ed (NHTSA) <ed.mays@dot.gov>                   | Required |
| Miller, Ava (OST) <Ava.Miller@dot.gov>               | Required |
| Portillo, Yeni (FRA) <Yeni.Portillo@dot.gov>         | Required |
| Powell, Winslow (FTA) <Winslow.Powell@dot.gov>       | Required |
| Reyes, Jorge (OST) <jorge.reyes@dot.gov>             | Required |
| Savage, Kyle (SLS) <Kyle.Savage@dot.gov>             | Required |
| Simpson, Henry <AXE> <henry.simpson@faa.gov>         | Required |
| Stuckey, William (PHMSA) <William.Stuckey@dot.gov>   | Required |
| Supko, Stephanie (MARAD) <stephanie.supko@dot.gov>   | Required |
| Tisdale, Anthony (FTA) <Anthony.Tisdale@dot.gov>     | Required |
| Tupay, Edmund <OIG> <edmund.tupay@oig.dot.gov>       | Required |
| Williams, Dee (NHTSA) <Dee.Williams@dot.gov>         | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>               | Required |
| Chavez, Richard (OST) <richard.chavez@dot.gov>       | Required |

|                                                      |          |
|------------------------------------------------------|----------|
| O'Berry, Donna (OST) <donna.o'berry@dot.gov>         | Required |
| Gaither, Timothy (OST) <Timothy.Gaither@dot.gov>     | Required |
| Slaughter, Stephen (OST) <Stephen.Slaughter@dot.gov> | Required |
| Lutes, David <WSA> <david.lutes@faa.gov>             | Required |
| Suomi, David C <ANM> <david.suomi@faa.gov>           | Required |
| Sacks, Cindy <AAL> <cindy.sacks@faa.gov>             | Required |
| callahan, mike (OST) <mike.callahan@dot.gov>         | Required |
| Calhoun, Scott (OST) <Scott.Calhoun@dot.gov>         | Required |
| Burr, Geoff (OST) <geoff.burr@dot.gov>               | Optional |
| Rosen, Jeff (OST) <jeff.rosen@dot.gov>               | Optional |
| Hansen, Alan (FHWA) <Alan.Hansen@dot.gov>            | Optional |
| Kramer, John (OST) <John.Kramer@dot.gov>             | Optional |

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▲ **Time** 3:50 PM – 4:50 PM  
**Subject** (b) (6)  
**Location** (b) (6)  
 Arrive at 3:40pm

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>             | <b>Attendance</b> |
|------------------|----------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov> | Organizer         |
|                  | (b) (6)                                | Required          |

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**Monday, December 3, 2018**

▲ **Time** 11:30 AM – 12:00 PM  
**Subject** FACA Meeting  
**Location** TBD

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>             | <b>Attendance</b> |
|------------------|----------------------------------------|-------------------|
|                  | Simon, Doug (OST) <doug.simon@dot.gov> | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov> | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov> | Required          |

|                                                |          |
|------------------------------------------------|----------|
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>       | Required |
| Smith, Loren (OST) <Loren.Smith@dot.gov>       | Required |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov> | Required |
| Morris, Willis (OST) <willis.morris@dot.gov>   | Required |
| Wang, Tim (OST) <tim.wang@dot.gov>             | Required |
| Cote, Gregory (OST) <gregory.cote@dot.gov>     | Required |
| Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov> | Required |

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▲ **Time** 2:00 PM – 2:30 PM  
**Subject** Media Issues  
**Location** S2 Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                 | <b>Attendance</b> |
|------------------|--------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov> | Organizer         |

---

▲ **Time** 4:15 PM – 4:45 PM  
**Subject** Interview (b) (6) (Chief Counsel, mode TBD)  
**Location** S2's Office

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                 | <b>Attendance</b> |
|------------------|--------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov> | Organizer         |
|                  | Simon, Doug (OST) <doug.simon@dot.gov>     | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>     | Required          |

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▲ **Time** 5:00 PM – 7:00 PM  
**Subject** Non-Career DOT/DOL Alumni Holiday Party

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**Tuesday, December 4, 2018**

▲ **Time** 10:30 AM – 11:00 AM  
**Subject** DOT/USDA HQ - 1400 Jefferson Drive, SW  
**Categories** Green Category, Yellow Category

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▲ **Time** 12:00 PM – 12:30 PM  
**Subject** USDA HQ - 1400 Jefferson Drive, SW /DOT  
**Categories** Green Category

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▲ **Time** 1:30 PM – 2:30 PM  
**Subject** STARTING SHORTLY: speaker event: Steve Moore on economic policy

**Location** Lincoln Room

We are pleased to invite the non-career team to a speaker event featuring Steve Moore, Distinguished Visiting Fellow at the Heritage Foundation. He will speak to the group on economic policy, a topic on which he is well-versed and an entertaining listen. In addition to his remarks, there will be opportunity for Q&A.

We very much hope you will be able to join; happy to discuss if you have questions.

**Steve Moore Bio:**

Stephen Moore, who formerly wrote on the economy and public policy for The Wall Street Journal, is the Distinguished Visiting Fellow, Project for Economic Growth, at The Heritage Foundation. Moore, who also was a member of The Journal’s editorial board, returned to Heritage in January 2014 -- about 25 years after his tenure as the leading conservative think tank’s Grover M. Hermann Fellow in Budgetary Affairs from 1984 to 1987.

As Distinguished Visiting Fellow at Heritage, Moore focuses on advancing public policies that increase the rate of economic growth to help the United States retain its position as the global economic superpower. He also works on budget, fiscal and monetary policy and showcases states that get fiscal houses in order.

Moore’s early career was shaped by three people who had a profound influence on him: Julian Simon, the late Cato Institute scholar; Edwin J. Feulner, a co-founder of Heritage; and Art Laffer, the economist best known for the Laffer curve.

“What makes them so great is they were willing to take on the conventional wisdom. They were subject to a lot of criticism for doing that,” Moore told The Foundry. “Those are the real change-makers.”

As senior economics writer for the Wall Street Journal’s editorial board, he covered Washington policy debates and state issues.

“Because I’ve been a consumer of think tank material and policy research, I think I have a pretty good sense of what reporters want and how to get it to them in the way they want it,” Moore said. “Being timely — and not just offering opinion but giving them the facts and data is really critical.”

Moore, who grew up in New Trier Township, Ill., received a bachelor of arts degree from University of Illinois at Urbana-Champaign. He holds a master’s of arts in economics from George Mason University.

**Weblink:**

<https://www.heritage.org/staff/stephen-moore>

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                             | <b>Attendance</b> |
|------------------|--------------------------------------------------------|-------------------|
|                  | Smith, Loren (OST) <Loren.Smith@dot.gov>               | Organizer         |
|                  | Morrison, Jonathan (NHTSA) <Jonathan.Morrison@dot.gov> | Required          |
|                  | Batory, Ronald (FRA) <ronald.batory@dot.gov>           | Required          |

|                                                    |          |
|----------------------------------------------------|----------|
| Poole, Sean (FMCSA) <sean.poole@dot.gov>           | Required |
| Bradford, Stephen (OST) <stephen.bradford@dot.gov> | Required |
| Mitton, Chris (OST) <chris.mitton@dot.gov>         | Required |
| Deputy Scheduler <DeputyScheduler@dot.gov>         | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>   | Required |
| Worthy, Sharon (FMCSA) <sharon.worthy@dot.gov>     | Required |
| Bedell, Anthony (OST) <anthony.bedell@dot.gov>     | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>     | Required |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>         | Required |
| Moore, Allison (FRA) <A.Moore@dot.gov>             | Required |
| Cipriano, Peter (FRA) <peter.cipriano@dot.gov>     | Required |
| Mullen, Jim (FMCSA) <jim.mullen@dot.gov>           | Required |
| DOT-Political-Appointees<br>(b) (6)                | Required |
| Russo, Michael D (PHMSA) <michael.d.russo@dot.gov> | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>           | Required |
| Pearce, Drue (PHMSA) <drue.pearce@dot.gov>         | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>               | Required |
| Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>   | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>         | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>           | Required |
| Elwell, Daniel <AWA> <daniel.elwell@faa.gov>       | Required |
| Post, Andy (OST) <Andy.Post@dot.gov>               | Required |
| King, Heidi (NHTSA) <heidi.king@dot.gov>           | Required |

|                                                          |          |
|----------------------------------------------------------|----------|
| Wilkinson, James (OST) <james.wilkinson@dot.gov>         | Required |
| Simon, Doug (OST) <doug.simon@dot.gov>                   | Required |
| Cheap, Casey (OST) <casey.cheap@dot.gov>                 | Required |
| James, Charles (OST) <charles.james@dot.gov>             | Required |
| Plans, Barry (OST) <barry.plans@dot.gov>                 | Required |
| Kania, Adriana (OST) <adriana.kania@dot.gov>             | Required |
| Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>       | Required |
| Trippe, Charles <AWA> <charles.trippe@faa.gov>           | Required |
| Reyes, Juan D. III (FRA) <j.reyes@dot.gov>               | Required |
| Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov> | Required |
| Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>                | Required |
| Short, David (OST) <david.short@dot.gov>                 | Required |
| Dombrowski, Eileen (OST)<br><Eileen.Dombrowski@dot.gov>  | Required |
| Morgan, Owen (OST) <owen.morgan@dot.gov>                 | Required |

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**Wednesday, December 5, 2018**

▲ **Time** 4:30 PM – 5:00 PM  
**Subject** Meeting with S2, Burr, Todd

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                               | <b>Attendance</b> |
|------------------|----------------------------------------------------------|-------------------|
|                  | SecretaryScheduler (OST)<br><SecretaryScheduler@dot.gov> | Organizer         |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                   | Required          |
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>               | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                   | Required          |

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▲ **Time** 5:00 PM – 5:30 PM  
**Subject** Meeting with S2, Burr, Todd, & Doug



| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                               | <b>Attendance</b> |
|------------------|----------------------------------------------------------|-------------------|
|                  | SecretaryScheduler (OST)<br><SecretaryScheduler@dot.gov> | Organizer         |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                   | Required          |
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>               | Required          |
|                  | Simon, Doug (OST) <doug.simon@dot.gov>                   | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                   | Required          |

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▲ **Time** 7:00 PM – 8:00 PM  
**Subject** Denzel McGuire

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**Thursday, December 6, 2018**

▲ **Time** 9:00 AM – 9:30 AM  
**Subject** Weekly (Non-Career) Staff Meeting  
**Location** ConfRm-HQ-Lincoln Room (OST)  
**Recurrence** Occurs every Thursday effective 12/6/2018 until 12/27/2018 from 9:00 AM to 9:30 AM

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                 | <b>Attendance</b> |
|------------------|------------------------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                     | Organizer         |
|                  | Martinez, Raymond P. (FMCSA)<br><Raymond.Martinez@dot.gov> | Required          |
|                  | Koehlke, Alex <Alex.Koehlke@dot.gov>                       | Required          |
|                  | Riccardo, George (OST) <george.riccardo@dot.gov>           | Required          |
|                  | Smeda, Elisabeth <AWA> <elisabeth.smeda@faa.gov>           | Required          |
|                  | Plans, Barry (OST) <barry.plans@dot.gov>                   | Required          |
|                  | Etchen, Alex (OST) <alex.etchen@dot.gov>                   | Required          |
|                  | Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>             | Required          |
|                  | Post, Andy (OST) <Andy.Post@dot.gov>                       | Required          |
|                  | Dombrowski, Eileen (OST)<br><Eileen.Dombrowski@dot.gov>    | Required          |
|                  | King, Heidi (NHTSA) <heidi.king@dot.gov>                   | Required          |

|                                                        |          |
|--------------------------------------------------------|----------|
| Graham, Douglas (OST) <douglas.graham@dot.gov>         | Required |
| Kania, Adriana (OST) <adriana.kania@dot.gov>           | Required |
| Curto, Michael (OST) <Michael.Curto@dot.gov>           | Required |
| Elliott, Skip (PHMSA) <howard.elliott@dot.gov>         | Required |
| Hess, Chris (FRA) <christopher.hess@dot.gov>           | Required |
| Wilkinson, James (OST) <james.wilkinson@dot.gov>       | Required |
| Owens, James (OST) <James.Owens@dot.gov>               | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>               | Required |
| Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov> | Required |
| Bradford, Stephen (OST) <stephen.bradford@dot.gov>     | Required |
| Reynard, Mike (FHWA) <mike.reynard@dot.gov>            | Required |
| Smith, Loren (OST) <Loren.Smith@dot.gov>               | Required |
| Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>       | Required |
| Parker, Mala (FHWA) <mala.parker@dot.gov>              | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>               | Required |
| Kuo, Monica (OST) <monica.kuo@dot.gov>                 | Required |
| Worthy, Sharon (OST) <sharon.worthy@dot.gov>           | Required |
| Cipriano, Peter (FRA) <peter.cipriano@dot.gov>         | Required |
| Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>         | Required |
| Furman, Jon (OST) <jon.furman@dot.gov>                 | Required |
| Poole, Sean (FMCSA) <sean.poole@dot.gov>               | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                 | Required |
| Ray, James (OST) <Jim.Ray@dot.gov>                     | Required |

|                                                              |          |
|--------------------------------------------------------------|----------|
| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>                 | Required |
| Henry, Tina (OST) <tina.henry@dot.gov>                       | Required |
| Sylvester, Marco (OST) <marco.sylvester@dot.gov>             | Required |
| Smith, Geoff (OST) <geoff.smith@dot.gov>                     | Required |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required |
| Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>         | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                       | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>             | Required |
| Barnard, Brian (NHTSA) <brian.barnard@dot.gov>               | Required |
| Kloster, Andrew (OST) <andrew.kloster@dot.gov>               | Required |
| Bedell, Anthony (OST) <anthony.bedell@dot.gov>               | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                   | Required |
| Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>               | Required |
| Kochman, Benjamin (OST)<br><benjamin.kochman@dot.gov>        | Required |
| Nelson, Keith (OST) <keith.nelson@dot.gov>                   | Required |
| Fraser, Bobby (PHMSA) <bobby.fraser@dot.gov>                 | Required |
| Deck, Wiley (FMCSA) <wiley.deck@dot.gov>                     | Required |
| Newman, Philip (FTA) <philip.newman@dot.gov>                 | Required |
| Edwards, Sara (OST) <sara.edwards@dot.gov>                   | Required |
| Cote, Gregory (OST) <gregory.cote@dot.gov>                   | Required |
| Mullen, Jim (FMCSA) <jim.mullen@dot.gov>                     | Required |
| Tucker, Deva (OST) <Deva.Tucker@dot.gov>                     | Required |

|                                                           |          |
|-----------------------------------------------------------|----------|
| Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>        | Required |
| Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>                 | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>            | Required |
| Morgan, Owen (OST) <owen.morgan@dot.gov>                  | Required |
| James, Charles (OST) <charles.james@dot.gov>              | Required |
| Martin, Gregory (OST) <gregory.martin@dot.gov>            | Required |
| Simon, Doug (OST) <doug.simon@dot.gov>                    | Required |
| Minock, Nick (OST) <nickolaus.minock@dot.gov>             | Required |
| Cheap, Casey (OST) <casey.cheap@dot.gov>                  | Required |
| Roberti, Paul (PHMSA) <paul.roberti@dot.gov>              | Required |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>              | Required |
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required |
| ConfRm-HQ-Lincoln Room (OST)<br><Lincoln.Room@dot.gov>    | Resource |
| Flowers, Darien <Darien.Flowers@dot.gov>                  | Required |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>                | Required |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>                | Required |
| Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>        | Required |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                    | Required |
| Mitton, Chris (OST) <chris.mitton@dot.gov>                | Required |

|                                                             |          |
|-------------------------------------------------------------|----------|
| Morrison, Jonathan (NHTSA)<br><Jonathan.Morrison@dot.gov>   | Required |
| Morris, Willis (OST) <willis.morris@dot.gov>                | Required |
| Trippe, Charles <AWA> <charles.trippe@faa.gov>              | Required |
| Amereihn, Tina <AWA> <tina.amereihn@faa.gov>                | Required |
| Wang, Tim (OST) <tim.wang@dot.gov>                          | Required |
| Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov>    | Required |
| Chinn, Monica (OST) <monica.chinn@dot.gov>                  | Required |
| Baker, Shana (FHWA) <Shana.Baker@dot.gov>                   | Required |
| Morabito, Cameron (OST)<br><cameron.morabito@dot.gov>       | Required |
| Short, David (OST) <david.short@dot.gov>                    | Required |
| Buzby, Mark (MARAD) <mark.buzby@dot.gov>                    | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>                | Required |
| Pearce, Drue (PHMSA) <drue.pearce@dot.gov>                  | Required |
| Bonini, Kyle (FMCSA) <kyle.bonini@dot.gov>                  | Required |
| Barbknecht, McKenzie (OST)<br><mckenzie.barbknecht@dot.gov> | Required |
| Shaffer, Kirk <kirk.shaffer@faa.gov>                        | Required |

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▲ **Time** 9:30 AM – 11:30 AM  
**Subject** BUILD Calls

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▲ **Time** 10:30 AM – 11:30 AM  
**Subject** (b) (6)

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▲ **Time** 12:30 PM – 3:30 PM  
**Subject** BUILD Calls

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▲ **Time** 1:30 PM – 2:00 PM

**Subject** African American History Event Briefing  
**Location** GEoffs Office - W90-314

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                     | <b>Attendance</b> |
|------------------|------------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>         | Organizer         |
|                  | Worthy, Sharon (FMCSA) <sharon.worthy@dot.gov> | Required          |

▲ **Time** 3:30 PM – 5:00 PM  
**Subject** Red Folder

▲ **Time** 5:00 PM – 5:45 PM  
**Subject** Interview with (b) (6)  
**Location** OGC Conference Room or S10 Conference Room TBD

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>             | <b>Attendance</b> |
|------------------|----------------------------------------|-------------------|
|                  | Simon, Doug (OST) <doug.simon@dot.gov> | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov> | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov> | Required          |

▲ **Time** 6:00 PM – 6:30 PM  
**Subject** Wrap Up  
**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |
|                  | Furman, Jon (OST) <jon.furman@dot.gov>                    | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                    | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                      | Required          |
|                  | Genero, Laura (OST) <Laura.Genero@dot.gov>                | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>                  | Required          |

Hanson, Alan (OST) <Alan.Hanson@dot.gov> Required  
Knouse, Ruth (OST) <ruth.knouse@dot.gov> Required

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**Friday, December 7, 2018**

▲ **Time** All Day  
**Subject** BLOCK

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**Saturday, December 8, 2018**

▲ **Time** 1:10 PM – 2:10 PM  
**Subject** (b) (6)  
**Location** (b) (6)

Arrive 1pm

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>             | <b>Attendance</b> |
|------------------|----------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov> | Organizer         |
|                  | (b) (6)                                | Required          |

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**Monday, December 10, 2018**

▲ **Time** 2:00 PM – 4:30 PM  
**Subject** RED FOLDER  
**Categories** Red Category

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**Tuesday, December 11, 2018**

▲ **Time** 10:00 AM – 10:30 AM  
**Subject** DOT/WH  
**Recurrence** Occurs every Tuesday effective 12/4/2018 until 12/25/2018 from 10:00 AM to 10:30 AM  
**Categories** Green Category, Yellow Category

▲ **Time** 11:30 AM – 12:00 PM  
**Subject** WH/DOT  
**Recurrence** Occurs every Tuesday effective 12/4/2018 until 12/25/2018 from 11:30 AM to 12:00 PM  
**Categories** Green Category

▲ **Time** 3:00 PM – 3:30 PM  
**Subject** Pre-brief : DOT 90 Day Outlook Meeting  
**Location** Geoff's office

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>             | <b>Attendance</b> |
|------------------|----------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov> | Organizer         |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>   | Required          |

Sullivan, Adam (OST) <adam.sullivan@dot.gov> Required  
McInerney, Marianne (OST) <marianne.mcinerney@dot.gov> Required

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**Wednesday, December 12, 2018**

▲ **Time** 2:00 PM – 3:00 PM  
**Subject** S3 Re-Organization  
**Location** S2 Conference Room

**Attendees**

| Name <E-mail>                                                                | Attendance |
|------------------------------------------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                                       | Organizer  |
| Deputy Scheduler <DeputyScheduler@dot.gov>                                   | Required   |
| Kan, Derek (OST) <derek.kan@dot.gov>                                         | Required   |
| Szabat, Joel (MARAD) (Joel.Szabat@dot.gov) <Joel.Szabat@dot.gov>             | Required   |
| Lefevre, Maria (OST) <maria.lefevre@dot.gov>                                 | Required   |
| Keith Washington (OST) (Keith.Washington@dot.gov) <Keith.Washington@dot.gov> | Required   |
| Inman, Todd (OST) <todd.inman@dot.gov>                                       | Required   |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                                     | Required   |
| Kramer, John (OST) <John.Kramer@dot.gov>                                     | Required   |

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▲ **Time** 3:30 PM – 4:00 PM  
**Subject** FACA Meeting  
**Location** W91-124

**Attendees**

| Name <E-mail>                                | Attendance |
|----------------------------------------------|------------|
| Simon, Doug (OST) <doug.simon@dot.gov>       | Organizer  |
| Burr, Geoff (OST) <geoff.burr@dot.gov>       | Required   |
| Inman, Todd (OST) <todd.inman@dot.gov>       | Required   |
| Morris, Willis (OST) <willis.morris@dot.gov> | Required   |
| Smith, Loren (OST) <Loren.Smith@dot.gov>     | Required   |



|                                                |          |
|------------------------------------------------|----------|
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>       | Required |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov> | Required |
| Cote, Gregory (OST) <gregory.cote@dot.gov>     | Required |
| Wang, Tim (OST) <tim.wang@dot.gov>             | Required |
| Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov> | Optional |

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▲ **Time** 7:00 PM – 8:30 PM  
**Subject** (b) (6)

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**Thursday, December 13, 2018**

▲ **Time** 9:00 AM – 9:30 AM  
**Subject** Weekly (Non-Career) Staff Meeting  
**Location** ConfRm-HQ-Lincoln Room (OST)  
**Recurrence** Occurs every Thursday effective 12/6/2018 until 12/27/2018 from 9:00 AM to 9:30 AM

**Attendees**

| Name <E-mail>                                           | Attendance |
|---------------------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                  | Organizer  |
| Martinez, Raymond P. (FMCSA) <Raymond.Martinez@dot.gov> | Required   |
| Koehlke, Alex <Alex.Koehlke@dot.gov>                    | Required   |
| Riccardo, George (OST) <george.riccardo@dot.gov>        | Required   |
| Smeda, Elisabeth <AWA> <elisabeth.smeda@faa.gov>        | Required   |
| Plans, Barry (OST) <barry.plans@dot.gov>                | Required   |
| Etchen, Alex (OST) <alex.etchen@dot.gov>                | Required   |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>          | Required   |
| Post, Andy (OST) <Andy.Post@dot.gov>                    | Required   |
| Dombrowski, Eileen (OST) <Eileen.Dombrowski@dot.gov>    | Required   |
| King, Heidi (NHTSA) <heidi.king@dot.gov>                | Required   |
| Graham, Douglas (OST) <douglas.graham@dot.gov>          | Required   |

|                                                        |          |
|--------------------------------------------------------|----------|
| Kania, Adriana (OST) <adriana.kania@dot.gov>           | Required |
| Curto, Michael (OST) <Michael.Curto@dot.gov>           | Required |
| Elliott, Skip (PHMSA) <howard.elliott@dot.gov>         | Required |
| Hess, Chris (FRA) <christopher.hess@dot.gov>           | Required |
| Wilkinson, James (OST) <james.wilkinson@dot.gov>       | Required |
| Owens, James (OST) <James.Owens@dot.gov>               | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>               | Required |
| Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov> | Required |
| Bradford, Stephen (OST) <stephen.bradford@dot.gov>     | Required |
| Reynard, Mike (FHWA) <mike.reynard@dot.gov>            | Required |
| Smith, Loren (OST) <Loren.Smith@dot.gov>               | Required |
| Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>       | Required |
| Parker, Mala (FHWA) <mala.parker@dot.gov>              | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>               | Required |
| Kuo, Monica (OST) <monica.kuo@dot.gov>                 | Required |
| Worthy, Sharon (OST) <sharon.worthy@dot.gov>           | Required |
| Cipriano, Peter (FRA) <peter.cipriano@dot.gov>         | Required |
| Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>         | Required |
| Furman, Jon (OST) <jon.furman@dot.gov>                 | Required |
| Poole, Sean (FMCSA) <sean.poole@dot.gov>               | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                 | Required |
| Ray, James (OST) <Jim.Ray@dot.gov>                     | Required |
| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>           | Required |

|                                                              |          |
|--------------------------------------------------------------|----------|
| Henry, Tina (OST) <tina.henry@dot.gov>                       | Required |
| Sylvester, Marco (OST) <marco.sylvester@dot.gov>             | Required |
| Smith, Geoff (OST) <geoff.smith@dot.gov>                     | Required |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required |
| Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>         | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                       | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>             | Required |
| Barnard, Brian (NHTSA) <brian.barnard@dot.gov>               | Required |
| Kloster, Andrew (OST) <andrew.kloster@dot.gov>               | Required |
| Bedell, Anthony (OST) <anthony.bedell@dot.gov>               | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                   | Required |
| Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>               | Required |
| Kochman, Benjamin (OST)<br><benjamin.kochman@dot.gov>        | Required |
| Nelson, Keith (OST) <keith.nelson@dot.gov>                   | Required |
| Fraser, Bobby (PHMSA) <bobby.fraser@dot.gov>                 | Required |
| Deck, Wiley (FMCSA) <wiley.deck@dot.gov>                     | Required |
| Newman, Philip (FTA) <philip.newman@dot.gov>                 | Required |
| Edwards, Sara (OST) <sara.edwards@dot.gov>                   | Required |
| Cote, Gregory (OST) <gregory.cote@dot.gov>                   | Required |
| Mullen, Jim (FMCSA) <jim.mullen@dot.gov>                     | Required |
| Tucker, Deva (OST) <Deva.Tucker@dot.gov>                     | Required |
| Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>           | Required |

|                                                           |          |
|-----------------------------------------------------------|----------|
| Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>                 | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>            | Required |
| Morgan, Owen (OST) <owen.morgan@dot.gov>                  | Required |
| James, Charles (OST) <charles.james@dot.gov>              | Required |
| Martin, Gregory (OST) <gregory.martin@dot.gov>            | Required |
| Simon, Doug (OST) <doug.simon@dot.gov>                    | Required |
| Minock, Nick (OST) <nickolaus.minock@dot.gov>             | Required |
| Cheap, Casey (OST) <casey.cheap@dot.gov>                  | Required |
| Roberti, Paul (PHMSA) <paul.roberti@dot.gov>              | Required |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>              | Required |
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required |
| ConfRm-HQ-Lincoln Room (OST)<br><Lincoln.Room@dot.gov>    | Resource |
| Flowers, Darien <Darien.Flowers@dot.gov>                  | Required |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>                | Required |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>                | Required |
| Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>        | Required |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                    | Required |
| Mitton, Chris (OST) <chris.mitton@dot.gov>                | Required |
| Morrison, Jonathan (NHTSA)<br><Jonathan.Morrison@dot.gov> | Required |

|                                                             |          |
|-------------------------------------------------------------|----------|
| Morris, Willis (OST) <willis.morris@dot.gov>                | Required |
| Trippe, Charles <AWA> <charles.trippe@faa.gov>              | Required |
| Amereihn, Tina <AWA> <tina.amereihn@faa.gov>                | Required |
| Wang, Tim (OST) <tim.wang@dot.gov>                          | Required |
| Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov>    | Required |
| Chinn, Monica (OST) <monica.chinn@dot.gov>                  | Required |
| Baker, Shana (FHWA) <Shana.Baker@dot.gov>                   | Required |
| Morabito, Cameron (OST)<br><cameron.morabito@dot.gov>       | Required |
| Short, David (OST) <david.short@dot.gov>                    | Required |
| Buzby, Mark (MARAD) <mark.buzby@dot.gov>                    | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>                | Required |
| Pearce, Drue (PHMSA) <drue.pearce@dot.gov>                  | Required |
| Bonini, Kyle (FMCSA) <kyle.bonini@dot.gov>                  | Required |
| Barbknecht, McKenzie (OST)<br><mckenzie.barbknecht@dot.gov> | Required |
| Shaffer, Kirk <kirk.shaffer@faa.gov>                        | Required |

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▲ **Time** 10:00 AM – 10:30 AM  
**Subject** Call: Jeff Miller

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▲ **Time** 11:30 AM – 12:00 PM  
**Subject** Potential Shutdown Meeting  
**Location** S2 Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                 | <b>Attendance</b> |
|------------------|--------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov> | Organizer         |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>   | Required          |
|                  | Hurdle, Lana (OST) <Lana.Hurdle@dot.gov>   | Required          |

Inman, Todd (OST) (todd.inman@dot.gov) Required  
<todd.inman@dot.gov>

Burr, Geoff (OST) <geoff.burr@dot.gov> Required

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▲ **Time** 3:30 PM – 4:00 PM  
**Subject** DOT/WH  
\*\*THIS IS AN AUTOMATED SHAREPOINT MESSAGE. Please do not reply to this email\*\*  
Dear ADDOT\elesha.swann.ctr or POC,  
Your request for a Chauffeur service has been approved.  
Here are the details of your request.  
Request Start Date: 12/13/2018 15:30  
Request End Date and Time(if U-Drive):1/1/0001 :  
Pick up location: DOT West New Jersey Pick Up  
  
Destination(if Chauffeur request):White House  
Also you can check the details of your requests at the link below:  
<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/Home.aspx>  
<<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/Home.aspx>>  
To modify your request please click this link to request a change:  
<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/MinorChangeUserInput.aspx>  
<<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/MinorChangeUserInput.aspx>>  
To cancel your request please click this link:  
<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/Cancel%20Requests.aspx>  
<<http://our.dot.gov/team/ost.m90/MotorPool/SitePages/Cancel%20Requests.aspx>>  
Thank you,  
MotorPool  
**Categories** Green Category

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▲ **Time** 4:00 PM – 7:00 PM  
**Subject** WH Christmas Reception

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### Friday, December 14, 2018

▲ **Time** 9:30 AM – 10:00 AM  
**Subject** Canceled: Schedule Review  
**Location** COS Office  
**Recurrence** Occurs every Friday effective 12/7/2018 until 12/28/2018 from 9:30 AM to 10:00 AM  
**Importance** High  
**Attendees**

| Name <E-mail>                              | Attendance |
|--------------------------------------------|------------|
| Edwards, Sara (OST) <sara.edwards@dot.gov> | Organizer  |

Burr, Geoff (OST) <geoff.burr@dot.gov> Required

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▲ **Time** 9:30 AM – 10:30 AM  
**Subject** (b) (6)

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▲ **Time** 10:30 AM – 11:00 AM  
**Subject** Interview w/Ryan Cote (CIO Position)  
**Location** S2's Office

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                 | <b>Attendance</b> |
|------------------|--------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov> | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>     | Required          |
|                  | Simon, Doug (OST) <doug.simon@dot.gov>     | Required          |

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▲ **Time** 11:00 AM – 11:30 AM  
**Subject** FMCSA Issue  
**Location** S2 Conference Room  
Adam/Sean: Only one of you need to attend.

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                             | <b>Attendance</b> |
|------------------|--------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>             | Organizer         |
|                  | Hanson, Alan (OST) <Alan.Hanson@dot.gov>               | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                 | Required          |
|                  | Owens, James (OST) <James.Owens@dot.gov>               | Required          |
|                  | McInerney, Marianne (OST) <marianne.mcinerney@dot.gov> | Required          |
|                  | Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov> | Required          |
|                  | McMaster, Sean (OST) <sean.mcmaster@dot.gov>           | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>           | Required          |
|                  | Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>         | Required          |
|                  | Deck, Wiley (FMCSA) <wiley.deck@dot.gov>               | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                   | Required          |
|                  | Wolf, Ariel (OST) <ariel.wolf@dot.gov>                 | Required          |

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▲ **Time** 1:00 PM – 1:30 PM  
**Subject** Willis Morris  
**Location** Geoff's office  
**Attendees**

| Name <E-mail>                                                        | Attendance |
|----------------------------------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                               | Organizer  |
| Morris, Willis (OST) (willis.morris@dot.gov) <willis.morris@dot.gov> | Required   |

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▲ **Time** 3:00 PM – 3:45 PM  
**Subject** Oversight Meeting  
**Location** S2 Conference Room  
**Attendees**

| Name <E-mail>                                          | Attendance |
|--------------------------------------------------------|------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>             | Organizer  |
| Owens, James (OST) <James.Owens@dot.gov>               | Required   |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                 | Required   |
| Inman, Todd (OST) <todd.inman@dot.gov>                 | Required   |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                 | Required   |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>               | Required   |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>       | Required   |
| Kan, Derek (OST) <derek.kan@dot.gov>                   | Required   |
| Kramer, John (OST) <John.Kramer@dot.gov>               | Required   |
| Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov> | Required   |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>             | Required   |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>           | Required   |

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▲ **Time** 5:30 PM – 6:00 PM  
**Subject** Wrap Up  
**Location** Secretary's Conference Room  
**Attendees**

| Name <E-mail>                              | Attendance |
|--------------------------------------------|------------|
| Deputy Scheduler <DeputyScheduler@dot.gov> | Organizer  |



|                                                           |          |
|-----------------------------------------------------------|----------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Furman, Jon (OST) <jon.furman@dot.gov>                    | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                    | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>                  | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required |

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**Saturday, December 15, 2018**

▲ **Time** 7:30 PM – 8:30 PM  
**Subject** (b) (6)  
**Location** (b) (6)  
 Arrive 7:20pm

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>             | <b>Attendance</b> |
|------------------|----------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov> | Organizer         |
|                  | (b) (6)                                | Required          |

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**Monday, December 17, 2018**

▲ **Time** 10:30 AM – 11:00 AM  
**Subject** Heidi King  
**Location** Geoff's office

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>               | <b>Attendance</b> |
|------------------|------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>   | Organizer         |
|                  | King, Heidi (NHTSA) <heidi.king@dot.gov> | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>   | Required          |

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▲ **Time** 1:30 PM – 2:00 PM  
**Subject** FAA Reauth Implementation  
**Location** S2 Conference Room  
**Attendees**

| Name <E-mail>                                          | Attendance |
|--------------------------------------------------------|------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>             | Organizer  |
| Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>         | Required   |
| Brown, Chris C <AWA> <chris.c.brown@faa.gov>           | Required   |
| AOA-1 (b) (6)                                          | Required   |
| Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov> | Required   |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>         | Required   |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>       | Required   |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>           | Required   |
| Kan, Derek (OST) <derek.kan@dot.gov>                   | Required   |
| Owens, James (OST) <James.Owens@dot.gov>               | Required   |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                 | Required   |
| Trippe, Charles <AWA> <charles.trippe@faa.gov>         | Required   |

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▲ **Time** 2:00 PM – 2:30 PM  
**Subject** DOT/WH  
**Categories** Green Category  
**Attendees**

| Name <E-mail>                                          | Attendance |
|--------------------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                 | Organizer  |
| McInerney, Marianne (OST) <marianne.mcinerney@dot.gov> | Required   |

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▲ **Time** 2:00 PM – 2:30 PM  
**Subject** Davos Chiefs Meeting  
**Location** EEOB 430 A/B/C  
**Attendees**

| Name <E-mail>                        | Attendance |
|--------------------------------------|------------|
| McBride, Emily J. EOP/WHO<br>(b) (6) | Organizer  |

|                                                                           |          |
|---------------------------------------------------------------------------|----------|
| Eli.Miller@treasury.gov <Eli.Miller@treasury.gov>                         | Required |
| 'Charlton.Boyd@treasury.gov'<br><Charlton.Boyd@treasury.gov>              | Required |
| chad.wolf@hq.dhs.gov <chad.wolf@hq.dhs.gov>                               | Required |
| Eliza Thurston (eliza.thurston@hq.dhs.gov)<br><eliza.thurston@hq.dhs.gov> | Required |
| 'Prout, Silver Joy' <silver.prout@hq.dhs.gov>                             | Required |
| 'Hughes, Evan' <evan.hughes@hq.dhs.gov>                                   | Required |
| Dorval, Haley M. EOP/USTR<br>(b) (6)                                      | Required |
| Greer, Jamieson L. EOP/USTR<br>(b) (6)                                    | Required |
| Belur, Pradeep S. <Pradeep.Belur@sba.gov>                                 | Required |
| Stribling, Grayson W. <Grayson.Stribling@sba.gov>                         | Required |
| 'Urbanowicz, Peter (HHS/IOS)'<br><Peter.Urbanowicz@hhs.gov>               | Required |
| 'Kendall, Damaris (HHS/OS)'<br><Damaris.Kendall@HHS.GOV>                  | Required |
| Geale.Nicholas.C@DOL.gov<br><Geale.Nicholas.C@DOL.gov>                    | Required |
| 'Hoffman, Emily E - OSEC' <hoffman.emily.e@DOL.gov>                       | Required |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                                    | Required |
| Bibbs-Daniels, Rita (OST) <Rita.Bibbs-Daniels@dot.gov>                    | Required |
| Walsh, Michael (Federal) <MWalsh@doc.gov>                                 | Required |
| Brechbuhl, Thomas U <BrechbuhlTU@state.gov>                               | Required |
| C_Schedulers <C_Schedulers@state.gov>                                     | Required |
| Radford, Julie T. EOP/WHO<br>(b) (6)                                      | Required |

|                                                            |          |
|------------------------------------------------------------|----------|
| Baitel, Rachael EOP/WHO<br>(b) (6)                         | Required |
| Dumbauld, Cassidy M. EOP/WHO<br>(b) (6)                    | Required |
| Moorhead, Quellie U. EOP/WHO<br>(b) (6)                    | Required |
| McGinley, William J. EOP/WHO<br>(b) (6)                    | Required |
| Flynn, Matthew J. EOP/WHO<br><(b) (6)>                     | Required |
| Mocarski, Ashley D. EOP/WHO<br>(b) (6)                     | Required |
| Connor, Cameron M. EOP/WHO<br>(b) (6) >                    | Required |
| 'Joseph.Smith@treasury.gov'<br><Joseph.Smith@treasury.gov> | Required |
| Tony.Sayegh <Tony.Sayegh@treasury.gov>                     | Required |
| Geale, Nicholas C. - OSEC <Geale.Nicholas@DOL.GOV>         | Optional |
| May, Brittney C <MayBC2@state.gov>                         | Optional |

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▲ **Time** 2:30 PM – 3:00 PM

**Subject** DOT 90 Day Outlook Meeting

**Location** Cabinet Affairs, EEOB 126  
WAVES link (b) (5)

**Attendees**

| <b>Name &lt;E-mail&gt;</b>               | <b>Attendance</b> |
|------------------------------------------|-------------------|
| McBride, Emily J. EOP/WHO<br>(b) (6)     | Organizer         |
| Paranzino, Anthony M. EOP/WHO<br>(b) (6) | Required          |
| Ditto, Jessica E. EOP/WHO<br>(b) (6)     | Required          |

|                                                        |          |
|--------------------------------------------------------|----------|
| Schlapp, Mercedes V. EOP/WHO<br>(b) (6)                | Required |
| Nasim, Laura F. EOP/WHO<br>(b) (6)                     | Required |
| Riggs, Charlotte R. EOP/WHO<br>(b) (6) >               | Required |
| Greenwood, Daniel Q. EOP/WHO<br>(b) (6)                | Required |
| McGinley, William J. EOP/WHO<br>(b) (6)                | Required |
| Mocarski, Ashley D. EOP/WHO<br>(b) (6)                 | Required |
| Flynn, Matthew J. EOP/WHO<br>(b) (6)                   | Required |
| Gast, Scott F. EOP/WHO (b) (6)                         | Required |
| Parkinson, Zach Z. EOP/WHO<br>(b) (6)                  | Required |
| Hoelscher, Douglas L. EOP/WHO<br>(b) (6)               | Required |
| Grove, Sara E. EOP/WHO (b) (6)                         | Required |
| Symonds, Tori Q. EOP/WHO<br>(b) (6)                    | Required |
| Trainer, Nick A. EOP/WHO<br>(b) (6)                    | Required |
| Connor, Cameron M. EOP/WHO<br>(b) (6)                  | Required |
| Jack, Brian T. EOP/WHO (b) (6)                         | Required |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                 | Required |
| Bibbs-Daniels, Rita (OST) <Rita.Bibbs-Daniels@dot.gov> | Required |

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▲ Time 3:00 PM – 3:30 PM

**Subject** WH/DOT  
**Categories** Green Category

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▲ **Time** 3:30 PM – 4:30 PM  
**Subject** Coffee

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▲ **Time** 6:00 PM – 6:30 PM

**Subject** Wrap Up  
**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                             | <b>Attendance</b> |
|------------------|--------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>             | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                 | Required          |
|                  | McInerney, Marianne (OST) <marianne.mcinerney@dot.gov> | Required          |
|                  | Furman, Jon (OST) <jon.furman@dot.gov>                 | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                 | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                   | Required          |
|                  | Genero, Laura (OST) <Laura.Genero@dot.gov>             | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>       | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>           | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>               | Required          |
|                  | Hanson, Alan (OST) <Alan.Hanson@dot.gov>               | Required          |
|                  | Knouse, Ruth (OST) <ruth.knouse@dot.gov>               | Required          |

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### Tuesday, December 18, 2018

▲ **Time** 10:00 AM – 10:30 AM

**Subject** DOT/WH

**Recurrence** Occurs every Tuesday effective 12/4/2018 until 12/25/2018 from 10:00 AM to 10:30 AM

**Categories** Green Category, Yellow Category

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▲ **Time** 11:30 AM – 12:00 PM

**Subject** WH/DOT

**Recurrence** Occurs every Tuesday effective 12/4/2018 until 12/25/2018 from 11:30 AM to 12:00 PM

**Categories** Green Category

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▲ **Time** 6:30 PM – 7:30 PM  
**Subject** (b) (6)  
**Location** TBD

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**Wednesday, December 19, 2018**

▲ **Time** 10:00 AM – 10:30 AM  
**Subject** Coffee Shelley Hymes

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▲ **Time** 10:30 AM – 10:45 AM  
**Subject** Orientation w/Geoff Burr & Kirk Shaffer  
**Location** Geoff's Office (W90-314)

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                     | <b>Attendance</b> |
|------------------|------------------------------------------------|-------------------|
|                  | Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov> | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>         | Required          |
|                  | Simpson, Joan (OST) <Joan.Simpson@dot.gov>     | Required          |
|                  | kirk.shaffer@faa.gov <kirk.shaffer@faa.gov>    | Required          |

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▲ **Time** 2:00 PM – 2:45 PM  
**Subject** Review Travel Request Pre-Approvals  
**Location** Geoff's office

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>               | <b>Attendance</b> |
|------------------|------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>   | Organizer         |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>   | Required          |
|                  | Hanson, Alan (OST) <Alan.Hanson@dot.gov> | Required          |

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▲ **Time** 4:00 PM – 4:45 PM  
**Subject** Newark Slot Update  
**Location** S2 Conference Room  
Background material added, 4:13pm

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                       | <b>Attendance</b> |
|------------------|--------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>       | Organizer         |
|                  | Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>     | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>             | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> | Required          |

|                                                  |          |
|--------------------------------------------------|----------|
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>     | Required |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>   | Required |
| Burr, Geoff (OST) <geoff.burr@dot.gov>           | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>         | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>           | Required |
| Planty, Jeffrey <AWA> <jeffrey.planty@faa.gov>   | Required |
| Dragotto, Bonnie <AWA> <bonnie.dragotto@faa.gov> | Required |
| Anderson, Angela <AAI> <angela.anderson@faa.gov> | Required |
| Murphy, Dan <AWA> <dan.murphy@faa.gov>           | Required |
| Bailey, Megan <AWA> <megan.bailey@faa.gov>       | Required |
| Szabat, Joel (OST) <Joel.Szabat@dot.gov>         | Required |
| Short, David (OST) <david.short@dot.gov>         | Required |
| Baraban, Cindy (OST) <cindy.baraban@dot.gov>     | Required |
| Homan, Todd (OST) <Todd.Homan@dot.gov>           | Required |
| Irvine, Peter (OST) <Peter.Irvine@dot.gov>       | Required |
| Trippe, Charles <AWA> <charles.trippe@faa.gov>   | Required |
| Peter, Lorelei <AWA> <lorelei.peter@faa.gov>     | Required |

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▲ **Time** 5:00 PM – 5:30 PM

**Subject** AIP Discussion

**Location** S2 Conference Room

**Attendees**

| <b>Name &lt;E-mail&gt;</b>                 | <b>Attendance</b> |
|--------------------------------------------|-------------------|
| Deputy Scheduler <DeputyScheduler@dot.gov> | Organizer         |
| Burr, Geoff (OST) <geoff.burr@dot.gov>     | Required          |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>   | Required          |
| Kramer, John (OST) <John.Kramer@dot.gov>   | Required          |



|                                                           |          |
|-----------------------------------------------------------|----------|
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| kirk.shaffer@faa.gov <kirk.shaffer@faa.gov>               | Required |
| Bailey, Megan <AWA> <megan.bailey@faa.gov>                | Required |
| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>              | Required |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>            | Required |

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**Thursday, December 20, 2018**

▲ **Time** 9:00 AM – 9:30 AM

**Subject** Weekly (Non-Career) Staff Meeting

**Location** ConfRm-HQ-Lincoln Room (OST)

**Recurrence** Occurs every Thursday effective 12/6/2018 until 12/27/2018 from 9:00 AM to 9:30 AM

**Attendees**

| Name <E-mail>                                              | Attendance |
|------------------------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                     | Organizer  |
| Martinez, Raymond P. (FMCSA)<br><Raymond.Martinez@dot.gov> | Required   |
| Koehlke, Alex <Alex.Koehlke@dot.gov>                       | Required   |
| Riccardo, George (OST) <george.riccardo@dot.gov>           | Required   |
| Smeda, Elisabeth <AWA> <elisabeth.smeda@faa.gov>           | Required   |
| Plans, Barry (OST) <barry.plans@dot.gov>                   | Required   |
| Etchen, Alex (OST) <alex.etchen@dot.gov>                   | Required   |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>             | Required   |
| Post, Andy (OST) <Andy.Post@dot.gov>                       | Required   |
| Dombrowski, Eileen (OST)<br><Eileen.Dombrowski@dot.gov>    | Required   |

|                                                        |          |
|--------------------------------------------------------|----------|
| King, Heidi (NHTSA) <heidi.king@dot.gov>               | Required |
| Graham, Douglas (OST) <douglas.graham@dot.gov>         | Required |
| Kania, Adriana (OST) <adriana.kania@dot.gov>           | Required |
| Curto, Michael (OST) <Michael.Curto@dot.gov>           | Required |
| Elliott, Skip (PHMSA) <howard.elliott@dot.gov>         | Required |
| Hess, Chris (FRA) <christopher.hess@dot.gov>           | Required |
| Wilkinson, James (OST) <james.wilkinson@dot.gov>       | Required |
| Owens, James (OST) <James.Owens@dot.gov>               | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>               | Required |
| Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov> | Required |
| Bradford, Stephen (OST) <stephen.bradford@dot.gov>     | Required |
| Reynard, Mike (FHWA) <mike.reynard@dot.gov>            | Required |
| Smith, Loren (OST) <Loren.Smith@dot.gov>               | Required |
| Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>       | Required |
| Parker, Mala (FHWA) <mala.parker@dot.gov>              | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>               | Required |
| Kuo, Monica (OST) <monica.kuo@dot.gov>                 | Required |
| Worthy, Sharon (OST) <sharon.worthy@dot.gov>           | Required |
| Cipriano, Peter (FRA) <peter.cipriano@dot.gov>         | Required |
| Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>         | Required |
| Furman, Jon (OST) <jon.furman@dot.gov>                 | Required |
| Poole, Sean (FMCSA) <sean.poole@dot.gov>               | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                 | Required |

|                                                              |          |
|--------------------------------------------------------------|----------|
| Ray, James (OST) <Jim.Ray@dot.gov>                           | Required |
| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>                 | Required |
| Henry, Tina (OST) <tina.henry@dot.gov>                       | Required |
| Sylvester, Marco (OST) <marco.sylvester@dot.gov>             | Required |
| Smith, Geoff (OST) <geoff.smith@dot.gov>                     | Required |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required |
| Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>         | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                       | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>             | Required |
| Barnard, Brian (NHTSA) <brian.barnard@dot.gov>               | Required |
| Kloster, Andrew (OST) <andrew.kloster@dot.gov>               | Required |
| Bedell, Anthony (OST) <anthony.bedell@dot.gov>               | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                   | Required |
| Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>               | Required |
| Kochman, Benjamin (OST)<br><benjamin.kochman@dot.gov>        | Required |
| Nelson, Keith (OST) <keith.nelson@dot.gov>                   | Required |
| Fraser, Bobby (PHMSA) <bobby.fraser@dot.gov>                 | Required |
| Deck, Wiley (FMCSA) <wiley.deck@dot.gov>                     | Required |
| Newman, Philip (FTA) <philip.newman@dot.gov>                 | Required |
| Edwards, Sara (OST) <sara.edwards@dot.gov>                   | Required |
| Cote, Gregory (OST) <gregory.cote@dot.gov>                   | Required |
| Mullen, Jim (FMCSA) <jim.mullen@dot.gov>                     | Required |

|                                                           |          |
|-----------------------------------------------------------|----------|
| Tucker, Deva (OST) <Deva.Tucker@dot.gov>                  | Required |
| Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>        | Required |
| Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>                 | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>            | Required |
| Morgan, Owen (OST) <owen.morgan@dot.gov>                  | Required |
| James, Charles (OST) <charles.james@dot.gov>              | Required |
| Martin, Gregory (OST) <gregory.martin@dot.gov>            | Required |
| Simon, Doug (OST) <doug.simon@dot.gov>                    | Required |
| Minock, Nick (OST) <nickolaus.minock@dot.gov>             | Required |
| Cheap, Casey (OST) <casey.cheap@dot.gov>                  | Required |
| Roberti, Paul (PHMSA) <paul.roberti@dot.gov>              | Required |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>              | Required |
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required |
| ConfRm-HQ-Lincoln Room (OST)<br><Lincoln.Room@dot.gov>    | Resource |
| Flowers, Darien <Darien.Flowers@dot.gov>                  | Required |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>                | Required |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>                | Required |
| Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>        | Required |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                    | Required |

|                                                             |          |
|-------------------------------------------------------------|----------|
| Mitton, Chris (OST) <chris.mitton@dot.gov>                  | Required |
| Morrison, Jonathan (NHTSA)<br><Jonathan.Morrison@dot.gov>   | Required |
| Morris, Willis (OST) <willis.morris@dot.gov>                | Required |
| Trippe, Charles <AWA> <charles.trippe@faa.gov>              | Required |
| Amereihn, Tina <AWA> <tina.amereihn@faa.gov>                | Required |
| Wang, Tim (OST) <tim.wang@dot.gov>                          | Required |
| Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov>    | Required |
| Chinn, Monica (OST) <monica.chinn@dot.gov>                  | Required |
| Baker, Shana (FHWA) <Shana.Baker@dot.gov>                   | Required |
| Morabito, Cameron (OST)<br><cameron.morabito@dot.gov>       | Required |
| Short, David (OST) <david.short@dot.gov>                    | Required |
| Buzby, Mark (MARAD) <mark.buzby@dot.gov>                    | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>                | Required |
| Pearce, Drue (PHMSA) <drue.pearce@dot.gov>                  | Required |
| Bonini, Kyle (FMCSA) <kyle.bonini@dot.gov>                  | Required |
| Barbknecht, McKenzie (OST)<br><mckenzie.barbknecht@dot.gov> | Required |
| Shaffer, Kirk <kirk.shaffer@faa.gov>                        | Required |

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▲ **Time** 11:30 AM – 12:00 PM  
**Subject** NHTSA Staffing  
**Location** S2 Conference Room  
**Attendees**

| Name <E-mail>                            | Attendance |
|------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>   | Organizer  |
| King, Heidi (NHTSA) <heidi.king@dot.gov> | Required   |

|                                                                                 |          |
|---------------------------------------------------------------------------------|----------|
| Inman, Todd (OST) <todd.inman@dot.gov>                                          | Required |
| Morris, Willis (OST) (willis.morris@dot.gov)<br><willis.morris@dot.gov>         | Required |
| Keith Washington (OST) (Keith.Washington@dot.gov)<br><Keith.Washington@dot.gov> | Required |
| Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>                                  | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                                          | Required |
| Morris, Willis (OST) (willis.morris@dot.gov)<br><willis.morris@dot.gov>         | Required |
| Keith Washington (OST) (Keith.Washington@dot.gov)<br><Keith.Washington@dot.gov> | Required |

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▲ **Time** 12:00 PM – 1:00 PM  
**Subject** Lunch with Crawford, Bradbury, Hays

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▲ **Time** 2:00 PM – 2:30 PM  
**Subject** FACA Discussion  
**Location** S2's Office

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                   | <b>Attendance</b> |
|------------------|----------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>   | Organizer         |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov> | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>       | Required          |

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▲ **Time** 3:00 PM – 3:30 PM  
**Subject** HOLD - Do Not Move/Reschedule  
**Categories** Red Category

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▲ **Time** 3:30 PM – 4:00 PM  
**Subject** Travel Discussion  
**Location** Lincoln Conference Room - 9th Floor

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                 | <b>Attendance</b> |
|------------------|------------------------------------------------------------|-------------------|
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                     | Organizer         |
|                  | Martinez, Raymond P. (FMCSA)<br><Raymond.Martinez@dot.gov> | Required          |

Burr, Geoff (OST) <geoff.burr@dot.gov> Required  
Hanson, Alan (OST) <Alan.Hanson@dot.gov> Required

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▲ **Time** 4:30 PM – 5:00 PM  
**Subject** Discussion w/Ruth  
**Location** Geoff's office  
**Attendees**

| Name <E-mail>                                                 | Attendance |
|---------------------------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                        | Organizer  |
| Ruth Knouse (OST) (ruth.knouse@dot.gov) <ruth.knouse@dot.gov> | Required   |

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**Friday, December 21, 2018**

▲ **Time** 9:30 AM – 10:00 AM  
**Subject** Canceled: Schedule Review  
**Location** COS Office  
**Recurrence** Occurs every Friday effective 12/7/2018 until 12/28/2018 from 9:30 AM to 10:00 AM  
**Importance** High  
**Attendees**

| Name <E-mail>                              | Attendance |
|--------------------------------------------|------------|
| Edwards, Sara (OST) <sara.edwards@dot.gov> | Organizer  |
| Burr, Geoff (OST) <geoff.burr@dot.gov>     | Required   |

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▲ **Time** 10:30 AM – 11:00 AM  
**Subject** CRISI Brief Follow-Up  
**Location** Secretary's Conference Room  
**Attendees**

| Name <E-mail>                                         | Attendance |
|-------------------------------------------------------|------------|
| Deputy Scheduler <DeputyScheduler@dot.gov>            | Organizer  |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>          | Required   |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>            | Required   |
| Reyes, Juan (FRA) (j.reyes@dot.gov) <j.reyes@dot.gov> | Required   |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>        | Required   |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                | Required   |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>          | Required   |

Riccardo, George (OST) <george.riccardo@dot.gov> Required  
Burr, Geoff (OST) <geoff.burr@dot.gov> Required

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▲ **Time** 1:00 PM – 1:30 PM  
**Subject** Agency Lapse Call  
**Location** Participant Dial-In: (b) (6) Access Code: (b) (6)  
Dear colleagues,

You are invited to participate in a Deputy Secretary and Chief of Staff Agency Call with OMB Senior Staff on Friday, December 21st at 1:00 PM ET to discuss appropriations lapse planning.

If you work at an Agency that has already received full-year funding through an annual appropriations bill, it is not necessary that you participate in the call, but you are welcome to listen in for informational purposes.

#### Call Details

- \* Date: Friday, December 21st
- \* Time: 1:00 PM ET, please join 5 minutes early to avoid connection delays
- \* Participant Dial-In: (b) (6)
- \* Access Code: (b) (6)

To avoid capacity issues, we advise that each agency call in from a single line. This call is off-the-record and not for press purposes.

Best regards,

The Office of Management and Budget

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b> | <b>Attendance</b> |
|------------------|----------------------------|-------------------|
|------------------|----------------------------|-------------------|



|                                                                  |           |
|------------------------------------------------------------------|-----------|
| Kinneen, Kelly A. EOP/OMB<br>(b) (6)                             | Organizer |
| 'stephen.censky@osec.usda.gov'<br><stephen.censky@osec.usda.gov> | Required  |
| (b) (6) (b) (6)                                                  | Required  |
| 'kkelley@doc.gov' <kkelley@doc.gov>                              | Required  |
| 'Patrick.Shanahan@sd.mil' <Patrick.Shanahan@sd.mil>              | Required  |
| 'lisa.w.hershman.civ@mail.mil'<br><lisa.w.hershman.civ@mail.mil> | Required  |
| 'mitchell.zais@ed.gov' <mitchell.zais@ed.gov>                    | Required  |
| 'Dan.Brouillette@hq.doe.gov'<br><Dan.Brouillette@hq.doe.gov>     | Required  |
| 'wheeler.andrew@epa.gov'<br><wheeler.andrew@epa.gov>             | Required  |
| 'Darwin.henry@epa.gov' <Darwin.henry@epa.gov>                    | Required  |
| 'emily.murphy@gsa.gov' <emily.murphy@gsa.gov>                    | Required  |
| 'eric.hargan@hhs.gov' <eric.hargan@hhs.gov>                      | Required  |
| 'Claire.Grady@hq.dhs.gov' <Claire.Grady@hq.dhs.gov>              | Required  |
| 'php@hud.gov' <php@hud.gov>                                      | Required  |
| 'dwbernhardt@ios.doi.gov' <dwbernhardt@ios.doi.gov>              | Required  |
| Lofthus, Lee EOP <lee.j.lofthus@usdoj.gov>                       | Required  |
| 'Pizzella.direct@dol.gov' <Pizzella.direct@dol.gov>              | Required  |
| 'RigasM2@opm.gov' <RigasM2@opm.gov>                              | Required  |
| 'Pradeep.Belur@sba.gov' <Pradeep.Belur@sba.gov>                  | Required  |
| 'SullivanJJ2@state.gov' <SullivanJJ2@state.gov>                  | Required  |
| Rosen, Jeff (OST) <jeff.rosen@dot.gov>                           | Required  |

|                                                              |          |
|--------------------------------------------------------------|----------|
| 'david.eisner@treasury.gov'<br><david.eisner@treasury.gov>   | Required |
| 'Jim.Byrne@va.gov' <Jim.Byrne@va.gov>                        | Required |
| 'melanie.saunders-1@nasa.gov' <melanie.saunders-1@nasa.gov>  | Required |
| 'wsteiger@usaid.gov' <wsteiger@usaid.gov>                    | Required |
| 'fcrim@nsf.gov' <fcrim@nsf.gov>                              | Required |
| 'Margaret.Doane@nrc.gov' <Margaret.Doane@nrc.gov>            | Required |
| 'DanielR1@ucia.gov' <DanielR1@ucia.gov>                      | Required |
| 'chad.wolf@hq.dhs.gov' <chad.wolf@hq.dhs.gov>                | Required |
| 'viraj.mirani@dni.gov' <viraj.mirani@dni.gov>                | Required |
| 'Mwalsh@doc.gov' <Mwalsh@doc.gov>                            | Required |
| 'kevin.sweeney@sd.mil' <kevin.sweeney@sd.mil>                | Required |
| 'Brian.McCormack@hq.doe.gov'<br><Brian.McCormack@hq.doe.gov> | Required |
| nathan.bailey <nathan.bailey@ed.gov>                         | Required |
| 'Scott_Hommel@ios.doi.gov'<br><Scott_Hommel@ios.doi.gov>     | Required |
| 'Gary.E.Barnett@usdoj.gov'<br><Gary.E.Barnett@usdoj.gov>     | Required |
| 'Geale.Nicholas.C@DOL.gov'<br><Geale.Nicholas.C@DOL.gov>     | Required |
| 'BrechbuhlTU@state.gov' <BrechbuhlTU@state.gov>              | Required |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                       | Required |
| 'jackson.ryan@epa.gov' <jackson.ryan@epa.gov>                | Required |
| 'Peter.Urbanowicz@hhs.gov'<br><Peter.Urbanowicz@hhs.gov>     | Required |

|                                                                      |          |
|----------------------------------------------------------------------|----------|
| 'andrew.hughes@hud.gov' <andrew.hughes@hud.gov>                      | Required |
| Doyle, Emma K. EOP/OMB<br>(b) (6)                                    | Required |
| 'eli.miller@treasury.gov' <eli.miller@treasury.gov>                  | Required |
| 'Raymond.Starling@osec.usda.gov'<br><Raymond.Starling@osec.usda.gov> | Required |
| Greer, Jamieson L. EOP/USTR<br>(b) (6)                               | Required |
| 'GlaccumDM@state.gov' <GlaccumDM@state.gov>                          | Required |
| 'Pamela.Powers@va.gov' <Pamela.Powers@va.gov>                        | Required |
| 'Feliciaj0@ucia.gov' <Feliciaj0@ucia.gov>                            | Required |
| 'silver.prout@hq.dhs.gov' <silver.prout@hq.dhs.gov>                  | Required |
| 'stephanie.sherline@dni.gov'<br><stephanie.sherline@dni.gov>         | Required |
| 'karmstrong@doc.gov' <karmstrong@doc.gov>                            | Required |
| 'andrea.yuzon@hq.doe.gov'<br><andrea.yuzon@hq.doe.gov>               | Required |
| 'Kathryn.Walker@ed.gov' <Kathryn.Walker@ed.gov>                      | Required |
| 'Elinor_werner@ios.doi.gov'<br><Elinor_werner@ios.doi.gov>           | Required |
| 'Morgan.Wiles@usdoj.gov' <Morgan.Wiles@usdoj.gov>                    | Required |
| 'EllingtonVL@state.gov' <EllingtonVL@state.gov>                      | Required |
| Bibbs-Daniels, Rita (OST) <Rita.Bibbs-Daniels@dot.gov>               | Required |
| 'willis.sharnett@epa.gov' <willis.sharnett@epa.gov>                  | Required |
| 'Damaris.Kendall@hhs.gov' <Damaris.Kendall@hhs.gov>                  | Required |
| 'Grayson.Stribling@sba.gov'<br><Grayson.Stribling@sba.gov>           | Required |

|                                                          |          |
|----------------------------------------------------------|----------|
| patricia.mclaughlin <patricia.mclaughlin@treasury.gov>   | Required |
| 'ashton.saunders@usda.gov'<br><ashton.saunders@usda.gov> | Required |
| Dorval, Haley M. EOP/USTR<br>(b) (6)                     | Required |
| 'Teresa.Mock@va.gov' <Teresa.Mock@va.gov>                | Required |
| DL OMB DADs <(b) (6)>                                    | Required |
| DL OMB Branch Chiefs<br>(b) (6)                          | Required |
| DL OMB Lapse (b) (6)                                     | Required |

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▲ **Time** 1:30 PM – 2:00 PM  
**Subject** DOT Leadership Succession Discussion  
**Location** S2's Office

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                 | <b>Attendance</b> |
|------------------|--------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov> | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>     | Required          |
|                  | Hanson, Alan (OST) <Alan.Hanson@dot.gov>   | Required          |

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▲ **Time** 2:00 PM – 2:45 PM  
**Subject** St. Thomas Discussion  
**Location** AOA Conference Room/(b) (6)

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                     | <b>Attendance</b> |
|------------------|------------------------------------------------|-------------------|
|                  | Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>   | Organizer         |
|                  | Trippe, Charles <AWA> <charles.trippe@faa.gov> | Required          |
|                  | Bury, Mark <AWA> <mark.bury@faa.gov>           | Required          |
|                  | Carty, Robert <AFS> <robert.carty@faa.gov>     | Required          |
|                  | Bahrami, Ali <AVS> <ali.bahrami@faa.gov>       | Required          |
|                  | Arel, Timothy <AWA> <timothy.arel@faa.gov>     | Required          |
|                  | Dermody, John <AWA> <john.dermody@faa.gov>     | Required          |

|                                                         |          |
|---------------------------------------------------------|----------|
| Hicks, Steven <ASO> <steven.hicks@faa.gov>              | Required |
| Hiatt, Patricia <AWA> <patricia.hiatt@faa.gov>          | Required |
| Lenfert, Winsome A <AWA><br><winsome.a.lenfert@faa.gov> | Required |
| Kirk.Shaffer@faa.gov <Kirk.Shaffer@faa.gov>             | Required |
| Dominik, Cynthia <AWA> <cynthia.dominik@faa.gov>        | Required |
| Burleson, Carl <AWA> <carl.burleson@faa.gov>            | Required |
| Amereihn, Tina <AWA> <tina.amereihn@faa.gov>            | Required |
| Martin, Gregory <AWA> <gregory.martin@faa.gov>          | Required |
| Duncan, John S <AFS> <john.s.duncan@faa.gov>            | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                  | Required |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                  | Required |

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▲ **Time** 3:30 PM – 4:00 PM  
**Subject** Interview (b) (6)  
**Location** S2's Office

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                 | <b>Attendance</b> |
|------------------|--------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov> | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>     | Required          |
|                  | Simon, Doug (OST) <doug.simon@dot.gov>     | Required          |

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▲ **Time** 5:00 PM – 5:30 PM  
**Subject** Wrap Up  
**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>                | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |

|                                                  |          |
|--------------------------------------------------|----------|
| Furman, Jon (OST) <jon.furman@dot.gov>           | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>           | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>             | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>       | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> | Required |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>     | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>         | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>         | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>         | Required |

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**Saturday, December 22, 2018**

▲ **Time** 12/22/2018 12:00 AM – 12/31/2018 12:00 AM  
**Subject** (b) (6)  
**Categories** Yellow Category

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**Tuesday, December 25, 2018**

▲ **Time** 10:00 AM – 10:30 AM  
**Subject** DOT/WH  
**Recurrence** Occurs every Tuesday effective 12/4/2018 until 12/25/2018 from 10:00 AM to 10:30 AM  
**Categories** Green Category, Yellow Category

▲ **Time** 11:30 AM – 12:00 PM  
**Subject** WH/DOT  
**Recurrence** Occurs every Tuesday effective 12/4/2018 until 12/25/2018 from 11:30 AM to 12:00 PM  
**Categories** Green Category

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**Thursday, December 27, 2018**

▲ **Time** 9:00 AM – 9:30 AM  
**Subject** Weekly (Non-Career) Staff Meeting  
**Location** ConfRm-HQ-Lincoln Room (OST)  
**Recurrence** Occurs every Thursday effective 12/6/2018 until 12/27/2018 from 9:00 AM to 9:30 AM  
**Attendees**

| Name <E-mail>                          | Attendance |
|----------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov> | Organizer  |

|                                                            |          |
|------------------------------------------------------------|----------|
| Martinez, Raymond P. (FMCSA)<br><Raymond.Martinez@dot.gov> | Required |
| Koehlke, Alex <Alex.Koehlke@dot.gov>                       | Required |
| Riccardo, George (OST) <george.riccardo@dot.gov>           | Required |
| Smeda, Elisabeth <AWA> <elisabeth.smeda@faa.gov>           | Required |
| Plans, Barry (OST) <barry.plans@dot.gov>                   | Required |
| Etchen, Alex (OST) <alex.etchen@dot.gov>                   | Required |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>             | Required |
| Post, Andy (OST) <Andy.Post@dot.gov>                       | Required |
| Dombrowski, Eileen (OST)<br><Eileen.Dombrowski@dot.gov>    | Required |
| King, Heidi (NHTSA) <heidi.king@dot.gov>                   | Required |
| Graham, Douglas (OST) <douglas.graham@dot.gov>             | Required |
| Kania, Adriana (OST) <adriana.kania@dot.gov>               | Required |
| Curto, Michael (OST) <Michael.Curto@dot.gov>               | Required |
| Elliott, Skip (PHMSA) <howard.elliott@dot.gov>             | Required |
| Hess, Chris (FRA) <christopher.hess@dot.gov>               | Required |
| Wilkinson, James (OST) <james.wilkinson@dot.gov>           | Required |
| Owens, James (OST) <James.Owens@dot.gov>                   | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>                   | Required |
| Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov>     | Required |
| Bradford, Stephen (OST) <stephen.bradford@dot.gov>         | Required |
| Reynard, Mike (FHWA) <mike.reynard@dot.gov>                | Required |
| Smith, Loren (OST) <Loren.Smith@dot.gov>                   | Required |

|                                                              |          |
|--------------------------------------------------------------|----------|
| Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>             | Required |
| Parker, Mala (FHWA) <mala.parker@dot.gov>                    | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>                     | Required |
| Kuo, Monica (OST) <monica.kuo@dot.gov>                       | Required |
| Worthy, Sharon (OST) <sharon.worthy@dot.gov>                 | Required |
| Cipriano, Peter (FRA) <peter.cipriano@dot.gov>               | Required |
| Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>               | Required |
| Furman, Jon (OST) <jon.furman@dot.gov>                       | Required |
| Poole, Sean (FMCSA) <sean.poole@dot.gov>                     | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                       | Required |
| Ray, James (OST) <Jim.Ray@dot.gov>                           | Required |
| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>                 | Required |
| Henry, Tina (OST) <tina.henry@dot.gov>                       | Required |
| Sylvester, Marco (OST) <marco.sylvester@dot.gov>             | Required |
| Smith, Geoff (OST) <geoff.smith@dot.gov>                     | Required |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required |
| Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>         | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                       | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>             | Required |
| Barnard, Brian (NHTSA) <brian.barnard@dot.gov>               | Required |
| Kloster, Andrew (OST) <andrew.kloster@dot.gov>               | Required |
| Bedell, Anthony (OST) <anthony.bedell@dot.gov>               | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                   | Required |



|                                                       |          |
|-------------------------------------------------------|----------|
| Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>        | Required |
| Kochman, Benjamin (OST)<br><benjamin.kochman@dot.gov> | Required |
| Nelson, Keith (OST) <keith.nelson@dot.gov>            | Required |
| Fraser, Bobby (PHMSA) <bobby.fraser@dot.gov>          | Required |
| Deck, Wiley (FMCSA) <wiley.deck@dot.gov>              | Required |
| Newman, Philip (FTA) <philip.newman@dot.gov>          | Required |
| Edwards, Sara (OST) <sara.edwards@dot.gov>            | Required |
| Cote, Gregory (OST) <gregory.cote@dot.gov>            | Required |
| Mullen, Jim (FMCSA) <jim.mullen@dot.gov>              | Required |
| Tucker, Deva (OST) <Deva.Tucker@dot.gov>              | Required |
| Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>    | Required |
| Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>             | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>        | Required |
| Morgan, Owen (OST) <owen.morgan@dot.gov>              | Required |
| James, Charles (OST) <charles.james@dot.gov>          | Required |
| Martin, Gregory (OST) <gregory.martin@dot.gov>        | Required |
| Simon, Doug (OST) <doug.simon@dot.gov>                | Required |
| Minock, Nick (OST) <nickolaus.minock@dot.gov>         | Required |
| Cheap, Casey (OST) <casey.cheap@dot.gov>              | Required |
| Roberti, Paul (PHMSA) <paul.roberti@dot.gov>          | Required |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>          | Required |
| Deputy Scheduler <DeputyScheduler@dot.gov>            | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                  | Required |

|                                                           |          |
|-----------------------------------------------------------|----------|
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required |
| ConfRm-HQ-Lincoln Room (OST)<br><Lincoln.Room@dot.gov>    | Resource |
| Flowers, Darien <Darien.Flowers@dot.gov>                  | Required |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>                | Required |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>                | Required |
| Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>        | Required |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                    | Required |
| Mitton, Chris (OST) <chris.mitton@dot.gov>                | Required |
| Morrison, Jonathan (NHTSA)<br><Jonathan.Morrison@dot.gov> | Required |
| Morris, Willis (OST) <willis.morris@dot.gov>              | Required |
| Trippe, Charles <AWA> <charles.trippe@faa.gov>            | Required |
| Amereihn, Tina <AWA> <tina.amereihn@faa.gov>              | Required |
| Wang, Tim (OST) <tim.wang@dot.gov>                        | Required |
| Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov>  | Required |
| Chinn, Monica (OST) <monica.chinn@dot.gov>                | Required |
| Baker, Shana (FHWA) <Shana.Baker@dot.gov>                 | Required |
| Morabito, Cameron (OST)<br><cameron.morabito@dot.gov>     | Required |
| Short, David (OST) <david.short@dot.gov>                  | Required |
| Buzby, Mark (MARAD) <mark.buzby@dot.gov>                  | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>              | Required |

Pearce, Drue (PHMSA) <drue.pearce@dot.gov> Required  
Bonini, Kyle (FMCSA) <kyle.bonini@dot.gov> Required  
Barbknecht, McKenzie (OST) <mckenzie.barbknecht@dot.gov> Required  
Shaffer, Kirk <kirk.shaffer@faa.gov> Required

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**Friday, December 28, 2018**

▲ **Time** 9:30 AM – 10:00 AM  
**Subject** Canceled: Schedule Review  
**Location** COS Office  
**Recurrence** Occurs every Friday effective 12/7/2018 until 12/28/2018 from 9:30 AM to 10:00 AM  
**Importance** High

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                 | <b>Attendance</b> |
|------------------|--------------------------------------------|-------------------|
|                  | Edwards, Sara (OST) <sara.edwards@dot.gov> | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>     | Required          |

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## Calendar Calendar

Tuesday, January 1, 2019 – Thursday, January 31, 2019

Time zone: (UTC-05:00) Eastern Time (US & Canada)

(Adjusted for Daylight Saving Time)

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### January 2019

Su Mo Tu We Th Fr Sa

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|                    |                    |                    |                    |                    |                    |                    |
|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
|                    |                    | <a href="#">1</a>  | <a href="#">2</a>  | <a href="#">3</a>  | <a href="#">4</a>  | <a href="#">5</a>  |
| 6                  | <a href="#">7</a>  | <a href="#">8</a>  | <a href="#">9</a>  | <a href="#">10</a> | <a href="#">11</a> | <a href="#">12</a> |
| 13                 | <a href="#">14</a> | <a href="#">15</a> | <a href="#">16</a> | <a href="#">17</a> | <a href="#">18</a> | <a href="#">19</a> |
| <a href="#">20</a> | 21                 | <a href="#">22</a> | 23                 | 24                 | <a href="#">25</a> | 26                 |
| 27                 | 28                 | <a href="#">29</a> | 30                 | 31                 |                    |                    |

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|   |                        |            |                     |
|---|------------------------|------------|---------------------|
| ▲ | <a href="#">DOT/WH</a> | Tue, Jan 1 | 10:00 AM – 10:30 AM |
|   | <a href="#">WH/DOT</a> |            | 11:30 AM – 12:00 PM |

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|   |                                           |            |                     |
|---|-------------------------------------------|------------|---------------------|
| ▲ | <a href="#">Senior staff</a>              | Wed, Jan 2 | 10:00 AM – 10:30 AM |
|   | <a href="#">Discussion on 2019 issues</a> |            | 2:00 PM – 3:00 PM   |
|   | S1 conference room                        |            |                     |
|   | <a href="#">Wrap Up</a>                   |            | 6:00 PM – 6:30 PM   |
|   | Secretary's Conference Room               |            |                     |

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|   |                                                   |            |                   |
|---|---------------------------------------------------|------------|-------------------|
| ▲ | <a href="#">Weekly (Non-Career) Staff Meeting</a> | Thu, Jan 3 | 9:00 AM – 9:30 AM |
|   | ConfRm-HQ-Lincoln Room (OST)                      |            |                   |

[FW: Agency Lapse Call](#) 2:00 PM – 2:30 PM  
Participant Dial-In: (b) (6) ; Access  
Code (b) (6)

[Events](#) 3:00 PM – 3:30 PM

[Q1 Social Media Update](#) 4:00 PM – 4:15 PM  
Secretary's Conference Room

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▲ [events](#) Fri, Jan 4 9:30 AM – 10:00 AM  
todds office

[Canceled: Schedule Review](#) 9:30 AM – 10:00 AM  
COS Office

[Lunch](#) 12:15 PM – 1:15 PM  
(b) (6)

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▲ (b) (6) Sat, Jan 5 11:30 AM – 1:00 PM  
(b) (6)

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▲ [Interview with Mira Lezell](#) Mon, Jan 7 11:00 AM – 11:30 AM  
S2 Conference Room

[Meeting with Susan Miller](#) 1:00 PM – 2:00 PM  
OGC Conference Room

[DOT/EEOB](#) 3:30 PM – 4:00 PM

[Cabinet Chiefs/Comms/GC Meeting](#) 4:00 PM – 5:00 PM  
EEOB 350

[EEOB/DOT](#) 5:00 PM – 5:30 PM

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▲ [Meeting with Burr & Inman](#) Tue, Jan 8 8:30 AM – 9:00 AM

[\(Non-Career\) Staff Meeting](#) 10:30 AM – 11:00 AM  
Lincoln Conference Room

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|   |                                                |            |                   |
|---|------------------------------------------------|------------|-------------------|
| ▲ | <a href="#">DOT/Capitol Hill Club</a>          | Wed, Jan 9 | 2:45 PM – 3:00 PM |
|   | <a href="#">Meeting w/Rep Katko</a><br>(b) (6) |            | 3:00 PM – 4:00 PM |
|   | <a href="#">Capitol Hill Club/DOT</a>          |            | 4:00 PM – 4:15 PM |

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|   |                                                                                   |             |                   |
|---|-----------------------------------------------------------------------------------|-------------|-------------------|
| ▲ | <a href="#">Daily Scheduling Call</a><br>Dial In: (b) (6)                         | Thu, Jan 10 | 8:00 AM – 8:30 AM |
|   | <a href="#">Weekly (Non-Career) Staff Meeting</a><br>ConfRm-HQ-Lincoln Room (OST) |             | 9:00 AM – 9:30 AM |
|   | <a href="#">Private Appointment</a>                                               |             | 4:00 PM – 5:30 PM |

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|   |                                                                          |             |                     |
|---|--------------------------------------------------------------------------|-------------|---------------------|
| ▲ | <a href="#">Daily Scheduling Call</a><br>Dial In: (b) (6)                | Fri, Jan 11 | 8:00 AM – 8:30 AM   |
|   | <a href="#">Canceled: Schedule Review</a><br>COS Office                  |             | 9:30 AM – 10:00 AM  |
|   | <a href="#">WCF Contract Staff</a><br>Deputy Secretary's Conference Room |             | 10:30 AM – 11:00 AM |
|   | <a href="#">Meeting w/Joan Simpson</a><br>Geoff's Office                 |             | 11:00 AM – 11:30 AM |
|   | <a href="#">Lunch</a> - (b) (6)                                          |             | 1:00 PM – 2:00 PM   |
|   | <a href="#">Meeting w/Joel Szabat</a><br>Geoff's Office                  |             | 3:00 PM – 3:30 PM   |
|   | <a href="#">PREP: NACTA Meeting (1/14)</a><br>S2's Office                |             | 4:00 PM – 4:30 PM   |

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|   |                    |             |                    |
|---|--------------------|-------------|--------------------|
| ▲ | (b) (6)<br>(b) (6) | Sat, Jan 12 | 9:30 AM – 10:30 AM |
|   | (b) (6)<br>(b) (6) |             | 3:30 PM – 4:30 PM  |

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|                                                                                                                                                                                                                                                                              |                    |                                                                                                                                   |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|-----------------------------------------------------------------------------------------------------------------------------------|
| <p>▲ <a href="#">Daily Scheduling Call</a><br/>Dial In: (b) (6)</p> <p><a href="#">POTUS Pre Brief</a><br/>Secretary's office</p>                                                                                                                                            | <p>Mon, Jan 14</p> | <p>8:00 AM – 8:30 AM</p> <p>4:30 PM – 5:00 PM</p>                                                                                 |
| <hr/>                                                                                                                                                                                                                                                                        |                    |                                                                                                                                   |
| <p>▲ <a href="#">Daily Scheduling Call</a><br/>Dial In: (b) (6)</p> <p><a href="#">DOT/WH</a></p> <p><a href="#">WH/DOT</a></p> <p><a href="#">Lunch with Sean McMaster</a></p> <p><a href="#">Call with Susan Miller</a><br/>Todd's Office (b) (6)</p>                      | <p>Tue, Jan 15</p> | <p>8:00 AM – 8:30 AM</p> <p>10:00 AM – 10:30 AM</p> <p>11:30 AM – 12:00 PM</p> <p>12:00 PM – 1:00 PM</p> <p>2:30 PM – 2:45 PM</p> |
| <hr/>                                                                                                                                                                                                                                                                        |                    |                                                                                                                                   |
| <p>▲ <a href="#">Daily Scheduling Call</a><br/>Dial In: (b) (6)</p> <p><a href="#">Judy/Geoff</a><br/>Geoff's office</p>                                                                                                                                                     | <p>Wed, Jan 16</p> | <p>9:00 AM – 9:30 AM</p> <p>1:45 PM – 2:15 PM</p>                                                                                 |
| <hr/>                                                                                                                                                                                                                                                                        |                    |                                                                                                                                   |
| <p>▲ <a href="#">Daily Scheduling Call</a><br/>Dial In: (b) (6)</p> <p><a href="#">Weekly (Non-Career) Staff Meeting</a><br/>ConfRm-HQ-Lincoln Room (OST)</p> <p><a href="#">Lunch - Josh Saltzman</a><br/>(b) (6)</p> <p><a href="#">Wrap Up</a><br/>S2 Conference Room</p> | <p>Thu, Jan 17</p> | <p>8:00 AM – 8:30 AM</p> <p>9:00 AM – 9:30 AM</p> <p>12:15 PM – 1:15 PM</p> <p>5:30 PM – 6:00 PM</p>                              |
| <hr/>                                                                                                                                                                                                                                                                        |                    |                                                                                                                                   |
| <p>▲ <a href="#">Daily Scheduling Call</a><br/>Dial In (b) (6)</p> <p><a href="#">Canceled: Schedule Review</a><br/>COS Office</p>                                                                                                                                           | <p>Fri, Jan 18</p> | <p>8:00 AM – 8:30 AM</p> <p>9:30 AM – 10:00 AM</p>                                                                                |

[Lunch w/S2](#) 12:00 PM – 1:30 PM  
(b) (6)

(b) (6) 8:15 PM – 9:15 PM  
(b) (6)

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▲ (b) (6) Sat, Jan 19 11:30 AM – 12:30 PM  
(b) (6)

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▲ (b) (6) Sun, Jan 20 4:30 PM – 5:30 PM  
(b) (6)

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▲ [DOT/WH](#) Tue, Jan 22 10:00 AM – 10:30 AM  
[WH/DOT](#) 11:30 AM – 12:00 PM

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▲ [Canceled: Schedule Review](#) Fri, Jan 25 9:30 AM – 10:00 AM  
COS Office

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▲ [DOT/WH](#) Tue, Jan 29 10:00 AM – 10:30 AM  
[WH/DOT](#) 11:30 AM – 12:00 PM

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**Details**

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**Tuesday, January 1, 2019**

▲ **Time** 10:00 AM – 10:30 AM

**Subject** DOT/WH

**Recurrence** Occurs every Tuesday effective 1/1/2019 until 1/29/2019 from 10:00 AM to 10:30 AM

**Categories** Green Category, Yellow Category



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▲ **Time** 11:30 AM – 12:00 PM

**Subject** WH/DOT

**Recurrence** Occurs every Tuesday effective 1/1/2019 until 1/29/2019 from 11:30 AM to 12:00 PM

**Categories** Green Category

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**Wednesday, January 2, 2019**

▲ **Time** 10:00 AM – 10:30 AM

**Subject** Senior staff

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | SecretaryScheduler (OST)<br><SecretaryScheduler@dot.gov>  | Organizer         |
|                  | Knouse, Ruth (OST) <ruth.knouse@dot.gov>                  | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                    | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required          |
|                  | Fulton, Finch (OST) <Finch.Fulton@dot.gov>                | Required          |
|                  | Genero, Laura (OST) <Laura.Genero@dot.gov>                | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required          |
|                  | Furman, Jon (OST) <jon.furman@dot.gov>                    | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |

Kramer, John (OST) <John.Kramer@dot.gov> Required

Hanson, Alan (OST) <Alan.Hanson@dot.gov> Required

Deputy Scheduler <DeputyScheduler@dot.gov> Required

Kan, Derek (OST) <derek.kan@dot.gov> Required

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**Time** 2:00 PM – 3:00 PM

**Subject** Discussion on 2019 issues

**Location** S1 conference room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                             | <b>Attendance</b> |
|------------------|--------------------------------------------------------|-------------------|
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                 | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                 | Required          |
|                  | Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov> | Required          |
|                  | Reynard, Mike (FHWA) <mike.reynard@dot.gov>            | Required          |
|                  | McMaster, Sean (OST) <sean.mcmaster@dot.gov>           | Required          |
|                  | Sturges, Matt (FRA) <Matt.Sturges@dot.gov>             | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                   | Required          |

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**Time** 6:00 PM – 6:30 PM

**Subject** Wrap Up

**Location** Secretary's Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b> | <b>Attendance</b> |
|------------------|----------------------------|-------------------|
|------------------|----------------------------|-------------------|

|                                                           |           |
|-----------------------------------------------------------|-----------|
| Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>            | Organizer |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                    | Required  |
| Sullivan, Adam (OST) <adam.sullivan@dot.gov>              | Required  |
| Inman, Todd (OST) <todd.inman@dot.gov>                    | Required  |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                | Required  |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required  |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>          | Required  |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>                | Required  |
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Required  |
| Kramer, John (OST) <John.Kramer@dot.gov>                  | Required  |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required  |

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**Thursday, January 3, 2019**

▲ **Time** 9:00 AM – 9:30 AM

**Subject** Weekly (Non-Career) Staff Meeting

**Location** ConfRm-HQ-Lincoln Room (OST)

**Recurrence** Occurs every Thursday effective 1/3/2019 until 1/17/2019 from 9:00 AM to 9:30 AM

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>             | <b>Attendance</b> |
|------------------|----------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov> | Organizer         |

|                                                            |          |
|------------------------------------------------------------|----------|
| Martinez, Raymond P. (FMCSA)<br><Raymond.Martinez@dot.gov> | Required |
| Koehlke, Alex <Alex.Koehlke@dot.gov>                       | Required |
| Riccardo, George (OST) <george.riccardo@dot.gov>           | Required |
| Smeda, Elisabeth <AWA> <elisabeth.smeda@faa.gov>           | Required |
| Plans, Barry (OST) <barry.plans@dot.gov>                   | Required |
| Etchen, Alex (OST) <alex.etchen@dot.gov>                   | Required |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>             | Required |
| Post, Andy (OST) <Andy.Post@dot.gov>                       | Required |
| Dombrowski, Eileen (OST)<br><Eileen.Dombrowski@dot.gov>    | Required |
| King, Heidi (NHTSA) <heidi.king@dot.gov>                   | Required |
| Graham, Douglas (OST) <douglas.graham@dot.gov>             | Required |
| Kania, Adriana (OST) <adriana.kania@dot.gov>               | Required |
| Curto, Michael (OST) <Michael.Curto@dot.gov>               | Required |
| Elliott, Skip (PHMSA) <howard.elliott@dot.gov>             | Required |
| Hess, Chris (FRA) <christopher.hess@dot.gov>               | Required |
| Wilkinson, James (OST) <james.wilkinson@dot.gov>           | Required |

|                                                        |          |
|--------------------------------------------------------|----------|
| Owens, James (OST) <James.Owens@dot.gov>               | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>               | Required |
| Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov> | Required |
| Bradford, Stephen (OST) <stephen.bradford@dot.gov>     | Required |
| Reynard, Mike (FHWA) <mike.reynard@dot.gov>            | Required |
| Smith, Loren (OST) <Loren.Smith@dot.gov>               | Required |
| Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>       | Required |
| Parker, Mala (FHWA) <mala.parker@dot.gov>              | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>               | Required |
| Kuo, Monica (OST) <monica.kuo@dot.gov>                 | Required |
| Worthy, Sharon (OST) <sharon.worthy@dot.gov>           | Required |
| Cipriano, Peter (FRA) <peter.cipriano@dot.gov>         | Required |
| Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>         | Required |
| Furman, Jon (OST) <jon.furman@dot.gov>                 | Required |
| Poole, Sean (FMCSA) <sean.poole@dot.gov>               | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                 | Required |
| Ray, James (OST) <Jim.Ray@dot.gov>                     | Required |

|                                                              |          |
|--------------------------------------------------------------|----------|
| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>                 | Required |
| Henry, Tina (OST) <tina.henry@dot.gov>                       | Required |
| Sylvester, Marco (OST) <marco.sylvester@dot.gov>             | Required |
| Smith, Geoff (OST) <geoff.smith@dot.gov>                     | Required |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required |
| Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>         | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                       | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>             | Required |
| Barnard, Brian (NHTSA) <brian.barnard@dot.gov>               | Required |
| Kloster, Andrew (OST) <andrew.kloster@dot.gov>               | Required |
| Bedell, Anthony (OST) <anthony.bedell@dot.gov>               | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                   | Required |
| Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>               | Required |
| Kochman, Benjamin (OST)<br><benjamin.kochman@dot.gov>        | Required |
| Nelson, Keith (OST) <keith.nelson@dot.gov>                   | Required |
| Fraser, Bobby (PHMSA) <bobby.fraser@dot.gov>                 | Required |

|                                                    |          |
|----------------------------------------------------|----------|
| Deck, Wiley (FMCSA) <wiley.deck@dot.gov>           | Required |
| Newman, Philip (FTA) <philip.newman@dot.gov>       | Required |
| Edwards, Sara (OST) <sara.edwards@dot.gov>         | Required |
| Cote, Gregory (OST) <gregory.cote@dot.gov>         | Required |
| Mullen, Jim (FMCSA) <jim.mullen@dot.gov>           | Required |
| Tucker, Deva (OST) <Deva.Tucker@dot.gov>           | Required |
| Balzano, Richard (MARAD) <Richard.Balzano@dot.gov> | Required |
| Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>          | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>     | Required |
| Morgan, Owen (OST) <owen.morgan@dot.gov>           | Required |
| James, Charles (OST) <charles.james@dot.gov>       | Required |
| Martin, Gregory (OST) <gregory.martin@dot.gov>     | Required |
| Simon, Doug (OST) <doug.simon@dot.gov>             | Required |
| Minock, Nick (OST) <nickolaus.minock@dot.gov>      | Required |
| Cheap, Casey (OST) <casey.cheap@dot.gov>           | Required |
| Roberti, Paul (PHMSA) <paul.roberti@dot.gov>       | Required |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>       | Required |

|                                                           |          |
|-----------------------------------------------------------|----------|
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required |
| ConfRm-HQ-Lincoln Room (OST)<br><Lincoln.Room@dot.gov>    | Resource |
| Flowers, Darien <Darien.Flowers@dot.gov>                  | Required |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>                | Required |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>                | Required |
| Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>        | Required |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                    | Required |
| Mitton, Chris (OST) <chris.mitton@dot.gov>                | Required |
| Morrison, Jonathan (NHTSA)<br><Jonathan.Morrison@dot.gov> | Required |
| Morris, Willis (OST) <willis.morris@dot.gov>              | Required |
| Trippe, Charles <AWA> <charles.trippe@faa.gov>            | Required |
| Amereihn, Tina <AWA> <tina.amereihn@faa.gov>              | Required |
| Wang, Tim (OST) <tim.wang@dot.gov>                        | Required |



|                                                             |          |
|-------------------------------------------------------------|----------|
| Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov>    | Required |
| Chinn, Monica (OST) <monica.chinn@dot.gov>                  | Required |
| Baker, Shana (FHWA) <Shana.Baker@dot.gov>                   | Required |
| Morabito, Cameron (OST)<br><cameron.morabito@dot.gov>       | Required |
| Short, David (OST) <david.short@dot.gov>                    | Required |
| Buzby, Mark (MARAD) <mark.buzby@dot.gov>                    | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>                | Required |
| Pearce, Drue (PHMSA) <drue.pearce@dot.gov>                  | Required |
| Bonini, Kyle (FMCSA) <kyle.bonini@dot.gov>                  | Required |
| Barbknecht, McKenzie (OST)<br><mckenzie.barbknecht@dot.gov> | Required |
| Shaffer, Kirk <kirk.shaffer@faa.gov>                        | Required |

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▲ **Time** 2:00 PM – 2:30 PM  
**Subject** FW: Agency Lapse Call  
**Location** Participant Dial-In: (b) (6) ; Access Code: (b) (6)  
**Importance** High

Hi to all of you,

As you can see below, OMB will be hosting a call on shut down tomorrow at 2. You are all welcome to join us in the CFO conference

room for the call. Please feel free to bring others with you as you deem appropriate. Thank you – Lana

-----Original Appointment-----

From: MBX OMB Section124Plans

[mailto:(b) (6)]

Sent: Wednesday, January 02, 2019 3:41 PM

To: MBX OMB Section124Plans; DL OMB Lapse (b) (6)

; stephen.vaden@ogc.usda.gov; pdavidson@doc.gov; carlos.muniz@ed.gov; patrick.shaheen@ed.gov; george.fibbe@hq.doe.gov; john.t.lucas@hq.doe.gov; robert.charrow@hhs.gov; Gregory.Demske@oig.hhs.gov; Jen.Moughalian@hhs.gov; Stephen.Waskiewicz@hhs.gov; john.mitnick@hq.dhs.gov; Adrian.sever@dhs.gov; paul.compton@hud.gov; timothy.j.petty@hud.gov; daniel.jorjani@sol.doi.gov; arthur.gary@usdoj.gov; oscannlain.kate.s@dol.gov; DL OMB BRD NEOB Budget Staff; DL OMB PPM Human Capital Examiners; DL OMB PPM Performance Leads; newsteadjg@state.gov; bennettsb@state.gov; Bradbury, Steven (OST); Pearson-Walker, Sandra (OST); brent.mcintosh@treasury.gov; jim.byrne@va.gov; leopold.matt@epa.gov; Vizian.Donna@epa.gov; sumara.m.thompson-king@nasa.gov; asheesh.agarwal@ssa.gov; spascocello@usaid.gov; davmoore@usaid.gov; lrudolph@nsf.gov; william.s.castle14.civ@mail.mil; APBD@epa.gov; BBGbudget@ibb.gov; HHSBOAC@hhs.gov; budgetofficer@peacecorps.gov; nasabudget@lists.hq.nasa.gov; NSFbudget@nsf.gov; SBAbudget@sba.gov; List-OST-OMBBudget; TREASURYbudget@do.treas.gov; USAIDbudget@usaid.gov; USDAbudget@obpa.usda.gov; Abigail\_D\_Miller@ios.doi.gov; Anton.Porter@ferc.gov; emcallic@opm.gov; Turnergk@mcc.gov; DOEbudget@hq.doe.gov; DOSbudget@state.gov; EDbudget@ed.gov; FCCbudget@fcc.gov; Otis.France@dhs.gov; Hertig, Donald L. EOP/OA; jacobs@Access-Board.gov; sargent@access-board.gov; melick@access-board.gov; HUD\_budget@hud.gov; Frieda.B.Edwards@hud.gov; jhale@ftc.gov; keith.steven@opm.gov; Kim.Bassett@fcc.gov; nadine.tremper@nasa.gov; Pritcher, Wayne E. EOP/OA; LaDawn.Taylor@ed.gov; Mark.Dronfield@ed.gov; DL OMB DADs; DL OMB Branch Chiefs; DL OMB BRD BCB; Aveille, Kristin B. EOP/OMB; Stratton, Terry W. EOP/OMB; Metzger, William L. EOP/OMB; Bradlee, Mollie H. EOP/OMB; Donatelli, Angela M. EOP/OMB; Crow, Rose C. EOP/OMB; Morrison, Kelly C. EOP/OMB; Curtis, Bill P. EOP/OMB; Schory, Daniel K. EOP/OMB; Teitelbaum, Jay F. EOP/OMB; Korovesis, Andrea G. EOP/OMB; Ostermiller, Jared L. EOP/OMB; Lipton, Adam S. EOP/OMB; Spencer, Raquel A. EOP/OMB; Saad, Fouad P. EOP/OMB; Skidmore, Ben J. EOP/OMB; Kaplan, Jacob H. EOP/OMB; Hurban, James C. EOP/OMB; Wilkins, Rayna R.

EOP/OMB; Goel, Andrea L. EOP/OMB; Myers, Kimberley L. EOP/OMB; Bussow, Mark A. EOP/OMB; Rice, Keri A. EOP/OMB; Wenger, Phil R. EOP/OMB; McAllister, Shelly A. EOP/OMB; Neuman, Melissa K. EOP/OMB; Gamache, Christopher D. EOP/OMB; Faezi-Marian, Farnoosh EOP/OMB; Lilac, Kristina E. EOP/OMB; Payne, Terri B. EOP/OMB; Feagans, Emily R. EOP/OMB; August, Lisa L. EOP/OMB; Walsh, Heather V. EOP/OMB; Taransky, Naomi S. EOP/OMB; Vanka, Sarita EOP/OMB; Burgess, Scott H. EOP/OMB; Gillis, Brian F. EOP/OMB; Nelson, Kimberly P. EOP/OMB; Hettinger, Alex G. EOP/OMB; Banjade, Pratik S. EOP/OMB; Grossman, Andrea L. EOP/OMB; Barringer, Jody M. EOP/OMB; Karwoski, Jenifer L. EOP/OMB; White, Ashley M. EOP/OMB; viquar.ahmad@hq.dhs.gov; baden.beth@epa.gov; michele.m.bail.civ@mail.mil; bailet@state.gov; daniel.l.ballard@hud.gov; kimberly.l.bassett-nelson@nasa.gov; laura.beck@do.treas.gov; bethonaj@mcc.gov; dkb@obpa.usda.gov; dblair@usaid.gov; brian.block@gsa.gov; bloom.david@epa.gov; allen.blume@hq.dhs.gov; boyd.wyatt@epa.gov; lan.bui@usdoj.gov; cwb@obpa.usda.gov; elizabeth.cain@gsa.gov; Lester.Cash@hhs.gov; lcasias1@doc.gov; navneeta.chandra@treasury.gov; francesca.cirincione@ssa.gov; stephen.clapham@hhs.gov; Joseph.A.Conte@usace.army.mil; jacoughl@nsf.gov; yvonne.crockett@ed.gov; gcross@cns.gov; william.daming@ed.gov; john.decker@hq.dhs.gov; Desear, Phuong L. EOP/ONDCP; brian.dewhurst@nasa.gov; mary.e.didier@hud.gov; adigiova@nsf.gov; Vanessa.Duffy@ssa.gov; laura.duke@va.gov; evan.farley@gsa.gov; cafe@nsf.gov; Andrea.Fisher@DO.TREAS.GOV; denise\_flanagan@ios.doi.gov; tiffany.flick@ssa.gov; jason\_freihage@ios.doi.gov; chip.fulghum@hq.dhs.gov; brian.funaki@va.gov; robin.funston@usdoj.gov; jane.gelbmann@hhs.gov; josh.gibson@treasury.gov; michelle.grifka@hhs.gov; Janice.R.Henderson@hud.gov; humes.hamilton@epa.gov; lydia.hunt@hq.dhs.gov; ahunter@nasa.gov; Hurdle, Lana (OST); christopher.johns@hq.doe.gov; barbrae.johnson@dhs.gov; dlj@obpa.usda.gov; vjones@bbg.gov; julie.kalishman@exim.gov; kkammann@osc.gov; stephanie.kaufman@opic.gov; larry.kean@ed.gov; mary.keller@ed.gov; kenyon.geoffrey@dol.gov; theodore.e.kerr.civ@mail.mil; eric.kleppinger@usdoj.gov; emily.knickerbocker@sba.gov; knowlesr@state.gov; emily.m.kornegay@hud.gov; mkoskine@nsf.gov; koubajg@state.gov; ckoulouris@usaid.gov; kim.r.laurance.civ@mail.mil; jley@usaid.gov; muzhen.li@treasury.gov; richard.lucas@ed.gov; lisa.macecevic@ice.dhs.gov; robert.mahaffie@do.treas.gov; Nancy.Martin@ed.gov; jmattingley@cftc.gov; Mccartney, Erin (OST); Mac.G.McConkey@usdoj.gov; andrew.mcilroy@va.gov; Holly.Mehring@hq.dhs.gov; mmihlfried@doc.gov; fontella.g.moore-brockman@usace.army.mil; adriane\_moss@ios.doi.gov; mark.w.mugler@usace.army.mil; mmurchison@bbg.gov; Erica.Navarro@obpa.usda.gov; erica.navarro@ed.gov;

laura\_nicholson@ios.doi.gov; nita.nigam@hud.gov;  
erin.okeefe@hhs.gov; mehul.parekh@gsa.gov;  
sarang.parikh@gsa.gov; tanisha.parker@hq.doe.gov;  
mphelps@doc.gov; phippsc@mcc.gov; PitkinDA@state.gov;  
polen.chris.p@dol.gov; Nicole.Pollard@obpa.usda.gov;  
dylan.presman@hq.dhs.gov; Maria.Radvansky@SSA.Gov;  
ladawn.randolph@ed.gov; Rechache.Mustapha@epa.gov;  
remmers.janet@epa.gov; Bernice\_Roberson@ios.doi.gov;  
sue.romans@nasa.gov; john.p.roth22.civ@mail.mil; Sandy, Patrick  
(OST); tschmitt@usaid.gov; kerstin.schuster@ssa.gov;  
Mark.Seastrom@va.gov; william.sessions@treasury.gov;  
showman.john@epa.gov; terris.carol@epa.gov;  
mary.e.tompkey.civ@mail.mil; anthony.vallone@dni.gov;  
lori.vandeventer@ssa.gov; jose.villar@hq.doe.gov; walljt2@state.gov;  
thomas\_c\_wayson@ios.doi.gov; paul.m.white8.civ@mail.mil;  
wichlin.mark@dol.gov; williams.maria@epa.gov;  
andrea.wood@ed.gov; Ziff, Laura (OST);  
Anne.j.mcandrew2.civ@mail.mil; Monique.l.dilworth.civ@mail.mil;  
Mark.Attucks@usdoj.gov; joseph.p.bentz.civ@mail.mil;  
Cassandra.hoke@sba.gov  
Subject: Agency Lapse Call  
When: Thursday, January 03, 2019 2:00 PM-2:30 PM (UTC-05:00)  
Eastern Time (US & Canada).  
Where: Participant Dial-In (b) (6) ; Access Code: (b) (6)

Dear colleagues,

You are invited to participate in an Agency Call with OMB Senior Staff on Thursday, January 3rd at 2:00 PM ET to discuss appropriations lapse execution.

If you work at an Agency that has already received full-year funding through an annual appropriations bill, it is not necessary that you participate in the call.

#### Call Details

\* Date: Thursday, January 3rd

\* Time: 2:00 PM ET, please join 5 minutes early to avoid connection delays

\* Participant Dial-In: (b) (6)

\* Access Code (b) (6)

To avoid capacity issues, we advise that each agency call in from a single line. This call is off-the-record and not for press purposes.

Best regards,

The Office of Management and Budget

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                         | <b>Attendance</b> |
|------------------|----------------------------------------------------|-------------------|
|                  | MBX OMB Section124Plans<br>(b) (6)                 | Organizer         |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>             | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>             | Required          |
|                  | Wolf, Ariel (OST) <ariel.wolf@dot.gov>             | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>           | Required          |
|                  | Morris, Willis (OST) <willis.morris@dot.gov>       | Required          |
|                  | Kaleta, Judy (OST) <Judy.Kaleta@dot.gov>           | Required          |
|                  | Carlson, Terence (OST) <Terence.Carlson@dot.gov>   | Required          |
|                  | Washington, Keith (OST) <Keith.Washington@dot.gov> | Required          |
|                  | Williams, Lisa (OST) <lisa.williams@dot.gov>       | Required          |

|                                                            |          |
|------------------------------------------------------------|----------|
| Audet, Anne (OST) <Anne.Audet@dot.gov>                     | Required |
| Mccartney, Erin (OST) <erin.mccartney@dot.gov>             | Required |
| Toye, Richard (OST) <Richard.Toye@dot.gov>                 | Required |
| DL OMB Lapse (b) (6)                                       | Required |
| (b) (6)                                                    | Required |
| (b) (6)                                                    | Required |
| (b) (6)                                                    | Required |
| stephen.vaden@ogc.usda.gov<br><stephen.vaden@ogc.usda.gov> | Required |
| pdavidson@doc.gov <pdavidson@doc.gov>                      | Required |
| carlos.muniz@ed.gov <carlos.muniz@ed.gov>                  | Required |
| patrick.shaheen@ed.gov <patrick.shaheen@ed.gov>            | Required |
| george.fibbe@hq.doe.gov <george.fibbe@hq.doe.gov>          | Required |
| john.t.lucas@hq.doe.gov <john.t.lucas@hq.doe.gov>          | Required |
| robert.charrow@hhs.gov <robert.charrow@hhs.gov>            | Required |
| Gregory.Demske@oig.hhs.gov<br><Gregory.Demske@oig.hhs.gov> | Required |

|                                                            |          |
|------------------------------------------------------------|----------|
| Jen.Moughalian@hhs.gov <Jen.Moughalian@hhs.gov>            | Required |
| Stephen.Waskiewicz@hhs.gov<br><Stephen.Waskiewicz@hhs.gov> | Required |
| john.mitnick@hq.dhs.gov <john.mitnick@hq.dhs.gov>          | Required |
| Adrian.sever@dhs.gov <Adrian.sever@dhs.gov>                | Required |
| paul.compton@hud.gov <paul.compton@hud.gov>                | Required |
| timothy.j.petty@hud.gov <timothy.j.petty@hud.gov>          | Required |
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| DL OMB BRD BCB (b) (6)                  | Required |
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| Curtis, Bill P. EOP/OMB<br>(b) (6)      | Required |
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| Teitelbaum, Jay F. EOP/OMB<br>(b) (6)   | Required |
| Korovesis, Andrea G. EOP/OMB<br>(b) (6) | Required |

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|------------------------------------------|----------|
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| Lipton, Adam S. EOP/OMB<br>(b) (6)       | Required |
| Spencer, Raquel A. EOP/OMB<br>(b) (6)    | Required |
| Saad, Fouad P. EOP/OMB<br>(b) (6)        | Required |
| Skidmore, Ben J. EOP/OMB<br>(b) (6)      | Required |
| Kaplan, Jacob H. EOP/OMB<br>(b) (6)      | Required |
| Hurban, James C. EOP/OMB<br>(b) (6)      | Required |
| Wilkins, Rayna R. EOP/OMB <(b) (6)       | Required |
| Goel, Andrea L. EOP/OMB<br>(b) (6) >     | Required |
| Myers, Kimberley L. EOP/OMB<br>(b) (6)   | Required |
| Bussow, Mark A. EOP/OMB<br>(b) (6)       | Required |
| Rice, Keri A. EOP/OMB (b) (6)            | Required |
| Wenger, Phil R. EOP/OMB<br>(b) (6)       | Required |

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|------------------------------------------------------------|----------|
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| Neuman, Melissa K. EOP/OMB<br>(b) (6)                      | Required |
| Gamache, Christopher D. EOP/OMB<br>(b) (6) >               | Required |
| Faezi-Marian, Farnoosh EOP/OMB <Farnoosh_Faezi-<br>(b) (6) | Required |
| Lilac, Kristina E. EOP/OMB<br>(b) (6)                      | Required |
| Payne, Terri B. EOP/OMB<br>(b) (6) >                       | Required |
| Feagans, Emily R. EOP/OMB<br>(b) (6)                       | Required |
| August, Lisa L. EOP/OMB<br>(b) (6)                         | Required |
| Walsh, Heather V. EOP/OMB<br>(b) (6)                       | Required |
| Taransky, Naomi S. EOP/OMB<br>(b) (6)                      | Required |
| Vanka, Sarita EOP/OMB (b) (6)                              | Required |
| Burgess, Scott H. EOP/OMB<br>(b) (6)                       | Required |
| Gillis, Brian F. EOP/OMB (b) (6)                           | Required |

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|-------------------------------------------------------------------------|----------|
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| Hettinger, Alex G. EOP/OMB<br>(b) (6)                                   | Required |
| Banjade, Pratik S. EOP/OMB<br>(b) (6)                                   | Required |
| Grossman, Andrea L. EOP/OMB<br>(b) (6)                                  | Required |
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▲ **Time** 3:00 PM – 3:30 PM

**Subject** Events

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                         | <b>Attendance</b> |
|------------------|----------------------------------------------------|-------------------|
|                  | Inman, Todd (OST) <todd.inman@dot.gov>             | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>             | Required          |
|                  | Worthy, Sharon (FMCSA) <sharon.worthy@dot.gov>     | Required          |
|                  | Washington, Keith (OST) <Keith.Washington@dot.gov> | Required          |

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▲ **Time** 4:00 PM – 4:15 PM

**Subject** Q1 Social Media Update

**Location** Secretary's Conference Room

Staff: M McInerney/A Post/L Genero/T Somerville/G Burr/T Inman

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                | <b>Attendance</b> |
|------------------|-----------------------------------------------------------|-------------------|
|                  | SecretaryScheduler (OST)<br><SecretaryScheduler@dot.gov>  | Organizer         |
|                  | Post, Andy (OST) <Andy.Post@dot.gov>                      | Required          |
|                  | McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required          |

Somerville, Tamara (OST) <Tamara.Somerville@dot.gov> Required

Inman, Todd (OST) <todd.inman@dot.gov> Required

Burr, Geoff (OST) <geoff.burr@dot.gov> Required

Genero, Laura (OST) <Laura.Genero@dot.gov> Required

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**Friday, January 4, 2019**

▲ **Time** 9:30 AM – 10:00 AM

**Subject** events

**Location** todods office

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                         | <b>Attendance</b> |
|------------------|----------------------------------------------------|-------------------|
|                  | Inman, Todd (OST) <todd.inman@dot.gov>             | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>             | Required          |
|                  | Washington, Keith (OST) <Keith.Washington@dot.gov> | Required          |

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▲ **Time** 9:30 AM – 10:00 AM

**Subject** Canceled: Schedule Review

**Location** COS Office

**Recurrence** Occurs every Friday effective 1/4/2019 until 1/25/2019 from 9:30 AM to 10:00 AM

**Importance** High

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                 | <b>Attendance</b> |
|------------------|--------------------------------------------|-------------------|
|                  | Edwards, Sara (OST) <sara.edwards@dot.gov> | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>     | Required          |



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▲ **Time** 12:15 PM – 1:15 PM

**Subject** Lunch

**Location** (b) (6)

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**Saturday, January 5, 2019**

▲ **Time** 11:30 AM – 1:00 PM

**Subject** (b) (6)

**Location** (b) (6)

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>             | <b>Attendance</b> |
|------------------|----------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov> | Organizer         |
|                  | (b) (6)                                | > Required        |

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**Monday, January 7, 2019**

▲ **Time** 11:00 AM – 11:30 AM

**Subject** Interview with Mira Lezell

**Location** S2 Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>             | <b>Attendance</b> |
|------------------|----------------------------------------|-------------------|
|                  | Simon, Doug (OST) <doug.simon@dot.gov> | Organizer         |
|                  | Inman, Todd (OST) <todd.inman@dot.gov> | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov> | Required          |

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▲ **Time** 1:00 PM – 2:00 PM

**Subject** Meeting with Susan Miller

**Location** OGC Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>             | <b>Attendance</b> |
|------------------|----------------------------------------|-------------------|
|                  | Simon, Doug (OST) <doug.simon@dot.gov> | Organizer         |
|                  | Inman, Todd (OST) <todd.inman@dot.gov> | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov> | Required          |

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▲ **Time** 3:30 PM – 4:00 PM

**Subject** DOT/EEOB

**Categories** Green Category

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                     | <b>Attendance</b> |
|------------------|----------------------------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                         | Organizer         |
|                  | Inman, Todd (OST) (todd.inman@dot.gov)<br><todd.inman@dot.gov> | Required          |
|                  | Post, Andy (OST) <Andy.Post@dot.gov>                           | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>               | Required          |

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▲ **Time** 4:00 PM – 5:00 PM

**Subject** Cabinet Chiefs/Comms/GC Meeting

**Location** EEOB 350

\*\*\*PRE-DECISIONAL/DELIBERATIVE\*\*\*

(b) (5)



(b) (5)



(b) (5)



Please do not hesitate to contact us with any questions.

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>             | <b>Attendance</b> |
|------------------|----------------------------------------|-------------------|
|                  | Connor, Cameron M. EOP/WHO<br>(b) (6)  | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov> | Required          |

---

▲ **Time** 5:00 PM – 5:30 PM

**Subject** EEOB/DOT

**Categories** Green Category

**Attendees**

| Name <E-mail>                                               | Attendance |
|-------------------------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                      | Organizer  |
| Inman, Todd (OST) (todd.inman@dot.gov) <todd.inman@dot.gov> | Required   |
| Post, Andy (OST) <Andy.Post@dot.gov>                        | Required   |

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**Tuesday, January 8, 2019**

▲ **Time** 8:30 AM – 9:00 AM

**Subject** Meeting with Burr & Inman

**Attendees**

| Name <E-mail>                                         | Attendance |
|-------------------------------------------------------|------------|
| SecretaryScheduler (OST) <SecretaryScheduler@dot.gov> | Organizer  |
| Inman, Todd (OST) <todd.inman@dot.gov>                | Required   |
| Burr, Geoff (OST) <geoff.burr@dot.gov>                | Required   |

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▲ **Time** 10:30 AM – 11:00 AM

**Subject** (Non-Career) Staff Meeting

**Location** Lincoln Conference Room

**Attendees**

| Name <E-mail>                          | Attendance |
|----------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov> | Organizer  |

|                                                         |          |
|---------------------------------------------------------|----------|
| Batory, Ronald (FRA) <ronald.batory@dot.gov>            | Required |
| Koehlke, Alex <Alex.Koehlke@dot.gov>                    | Required |
| Riccardo, George (OST) <george.riccardo@dot.gov>        | Required |
| Smeda, Elisabeth <AWA> <elisabeth.smeda@faa.gov>        | Required |
| Plans, Barry (OST) <barry.plans@dot.gov>                | Required |
| Etchen, Alex (OST) <alex.etchen@dot.gov>                | Required |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>          | Required |
| Post, Andy (OST) <Andy.Post@dot.gov>                    | Required |
| Dombrowski, Eileen (OST)<br><Eileen.Dombrowski@dot.gov> | Required |
| King, Heidi (NHTSA) <heidi.king@dot.gov>                | Required |
| Graham, Douglas (OST) <douglas.graham@dot.gov>          | Required |
| Kania, Adriana (OST) <adriana.kania@dot.gov>            | Required |
| Curto, Michael (OST) <Michael.Curto@dot.gov>            | Required |
| Elliott, Skip (PHMSA) <howard.elliott@dot.gov>          | Required |
| Hess, Chris (FRA) <christopher.hess@dot.gov>            | Required |
| Wilkinson, James (OST) <james.wilkinson@dot.gov>        | Required |

|                                                        |          |
|--------------------------------------------------------|----------|
| Owens, James (OST) <James.Owens@dot.gov>               | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>               | Required |
| Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov> | Required |
| Bradford, Stephen (OST) <stephen.bradford@dot.gov>     | Required |
| Reynard, Mike (FHWA) <mike.reynard@dot.gov>            | Required |
| Smith, Loren (OST) <Loren.Smith@dot.gov>               | Required |
| Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>       | Required |
| Parker, Mala (FHWA) <mala.parker@dot.gov>              | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>               | Required |
| Kuo, Monica (OST) <monica.kuo@dot.gov>                 | Required |
| Worthy, Sharon (FMCSA) <sharon.worthy@dot.gov>         | Required |
| Cipriano, Peter (FRA) <peter.cipriano@dot.gov>         | Required |
| Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>         | Required |
| Furman, Jon (OST) <jon.furman@dot.gov>                 | Required |
| Poole, Sean (FMCSA) <sean.poole@dot.gov>               | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                 | Required |
| Ray, James (OST) <Jim.Ray@dot.gov>                     | Required |

|                                                              |          |
|--------------------------------------------------------------|----------|
| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>                 | Required |
| Henry, Tina (OST) <tina.henry@dot.gov>                       | Required |
| Sylvester, Marco (OST) <marco.sylvester@dot.gov>             | Required |
| Smith, Geoff (OST) <geoff.smith@dot.gov>                     | Required |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required |
| Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>         | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                       | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>             | Required |
| Barnard, Brian (NHTSA) <brian.barnard@dot.gov>               | Required |
| Kloster, Andrew (OST) <andrew.kloster@dot.gov>               | Required |
| Bedell, Anthony (OST) <anthony.bedell@dot.gov>               | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                   | Required |
| Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>               | Required |
| Kochman, Benjamin (OST)<br><benjamin.kochman@dot.gov>        | Required |
| Nelson, Keith (OST) <keith.nelson@dot.gov>                   | Required |
| Fraser, Bobby (PHMSA) <bobby.fraser@dot.gov>                 | Required |

|                                                    |          |
|----------------------------------------------------|----------|
| Deck, Wiley (FMCSA) <wiley.deck@dot.gov>           | Required |
| Newman, Philip (FTA) <philip.newman@dot.gov>       | Required |
| Edwards, Sara (OST) <sara.edwards@dot.gov>         | Required |
| Cote, Gregory (OST) <gregory.cote@dot.gov>         | Required |
| Mullen, Jim (FMCSA) <jim.mullen@dot.gov>           | Required |
| Tucker, Deva (OST) <Deva.Tucker@dot.gov>           | Required |
| Balzano, Richard (MARAD) <Richard.Balzano@dot.gov> | Required |
| Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>          | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>     | Required |
| Morgan, Owen (OST) <owen.morgan@dot.gov>           | Required |
| James, Charles (OST) <charles.james@dot.gov>       | Required |
| Martin, Gregory (OST) <gregory.martin@dot.gov>     | Required |
| Simon, Doug (OST) <doug.simon@dot.gov>             | Required |
| Minock, Nick (OST) <nickolaus.minock@dot.gov>      | Required |
| Cheap, Casey (OST) <casey.cheap@dot.gov>           | Required |
| Roberti, Paul (PHMSA) <paul.roberti@dot.gov>       | Required |
| Deputy Scheduler <DeputyScheduler@dot.gov>         | Required |



|                                                            |          |
|------------------------------------------------------------|----------|
| Kan, Derek (OST) <derek.kan@dot.gov>                       | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov>  | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                   | Required |
| Flowers, Darien <Darien.Flowers@dot.gov>                   | Required |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>                 | Required |
| Martinez, Raymond P. (FMCSA)<br><Raymond.Martinez@dot.gov> | Required |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>                 | Required |
| Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>         | Required |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                     | Required |
| Mitton, Chris (OST) <chris.mitton@dot.gov>                 | Required |
| Morrison, Jonathan (NHTSA)<br><Jonathan.Morrison@dot.gov>  | Required |
| Morris, Willis (OST) <willis.morris@dot.gov>               | Required |
| Trippe, Charles <AWA> <charles.trippe@faa.gov>             | Required |
| Amereihn, Tina <AWA> <tina.amereihn@faa.gov>               | Required |
| Wang, Tim (OST) <tim.wang@dot.gov>                         | Required |

|                                                             |          |
|-------------------------------------------------------------|----------|
| Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov>    | Required |
| Chinn, Monica (OST) <monica.chinn@dot.gov>                  | Required |
| Baker, Shana (FHWA) <Shana.Baker@dot.gov>                   | Required |
| Morabito, Cameron (OST)<br><cameron.morabito@dot.gov>       | Required |
| Short, David (OST) <david.short@dot.gov>                    | Required |
| Buzby, Mark (MARAD) <mark.buzby@dot.gov>                    | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>                | Required |
| Pearce, Drue (PHMSA) <drue.pearce@dot.gov>                  | Required |
| Bonini, Kyle (FMCSA) <kyle.bonini@dot.gov>                  | Required |
| Barbknecht, McKenzie (OST)<br><mckenzie.barbknecht@dot.gov> | Required |
| Shaffer, Kirk <kirk.shaffer@faa.gov>                        | Required |

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**Wednesday, January 9, 2019**

▲ **Time** 2:45 PM – 3:00 PM

**Subject** DOT/(b) (6)

Chauffeur request #3541 has been approved for 1/9/2019

**Categories** Green Category

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b> | <b>Attendance</b> |
|------------------|----------------------------|-------------------|
|------------------|----------------------------|-------------------|

Burr, Geoff (OST) <geoff.burr@dot.gov> Organizer

Inman, Todd (OST) (todd.inman@dot.gov)  
<todd.inman@dot.gov> Required

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▲ **Time** 3:00 PM – 4:00 PM

**Subject** Meeting w/Rep Katko

**Location** (b) (6)

**Categories** Blue Category

**Attendees** **Name <E-mail>** **Attendance**

Burr, Geoff (OST) <geoff.burr@dot.gov> Organizer

Inman, Todd (OST) (todd.inman@dot.gov)  
<todd.inman@dot.gov> Required

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▲ **Time** 4:00 PM – 4:15 PM

**Subject** (b) (6) /DOT

Chauffeur request #3542 has been approved for 1/9/2019

**Categories** Green Category

**Attendees** **Name <E-mail>** **Attendance**

Burr, Geoff (OST) <geoff.burr@dot.gov> Organizer

Inman, Todd (OST) (todd.inman@dot.gov)  
<todd.inman@dot.gov> Required

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**Thursday, January 10, 2019**

▲ **Time** 8:00 AM – 8:30 AM

**Subject** Daily Scheduling Call

**Location** Dial In: (b) (6)

**Categories** Red Category

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                                                | <b>Attendance</b> |
|------------------|-------------------------------------------------------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                                                    | Organizer         |
|                  | Genero, Laura (OST) (Laura.Genero@dot.gov)<br><Laura.Genero@dot.gov>                      | Required          |
|                  | Edwards, Sara (OST) <sara.edwards@dot.gov>                                                | Required          |
|                  | Kania, Adriana (OST) <adriana.kania@dot.gov>                                              | Required          |
|                  | Kuo, Monica (OST) <monica.kuo@dot.gov>                                                    | Required          |
|                  | McInerney, Marianne (OST)<br>(marianne.mcinerney@dot.gov)<br><marianne.mcinerney@dot.gov> | Required          |

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▲ **Time** 9:00 AM – 9:30 AM

**Subject** Weekly (Non-Career) Staff Meeting

**Location** ConfRm-HQ-Lincoln Room (OST)

**Recurrence** Occurs every Thursday effective 1/3/2019 until 1/17/2019 from 9:00 AM to 9:30 AM

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                 | <b>Attendance</b> |
|------------------|------------------------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                     | Organizer         |
|                  | Martinez, Raymond P. (FMCSA)<br><Raymond.Martinez@dot.gov> | Required          |
|                  | Koehlke, Alex <Alex.Koehlke@dot.gov>                       | Required          |
|                  | Riccardo, George (OST) <george.riccardo@dot.gov>           | Required          |

|                                                         |          |
|---------------------------------------------------------|----------|
| Smeda, Elisabeth <AWA> <elisabeth.smeda@faa.gov>        | Required |
| Plans, Barry (OST) <barry.plans@dot.gov>                | Required |
| Etchen, Alex (OST) <alex.etchen@dot.gov>                | Required |
| Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>          | Required |
| Post, Andy (OST) <Andy.Post@dot.gov>                    | Required |
| Dombrowski, Eileen (OST)<br><Eileen.Dombrowski@dot.gov> | Required |
| King, Heidi (NHTSA) <heidi.king@dot.gov>                | Required |
| Graham, Douglas (OST) <douglas.graham@dot.gov>          | Required |
| Kania, Adriana (OST) <adriana.kania@dot.gov>            | Required |
| Curto, Michael (OST) <Michael.Curto@dot.gov>            | Required |
| Elliott, Skip (PHMSA) <howard.elliott@dot.gov>          | Required |
| Hess, Chris (FRA) <christopher.hess@dot.gov>            | Required |
| Wilkinson, James (OST) <james.wilkinson@dot.gov>        | Required |
| Owens, James (OST) <James.Owens@dot.gov>                | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>                | Required |
| Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov>  | Required |

|                                                    |          |
|----------------------------------------------------|----------|
| Bradford, Stephen (OST) <stephen.bradford@dot.gov> | Required |
| Reynard, Mike (FHWA) <mike.reynard@dot.gov>        | Required |
| Smith, Loren (OST) <Loren.Smith@dot.gov>           | Required |
| Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>   | Required |
| Parker, Mala (FHWA) <mala.parker@dot.gov>          | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>           | Required |
| Kuo, Monica (OST) <monica.kuo@dot.gov>             | Required |
| Worthy, Sharon (OST) <sharon.worthy@dot.gov>       | Required |
| Cipriano, Peter (FRA) <peter.cipriano@dot.gov>     | Required |
| Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>     | Required |
| Furman, Jon (OST) <jon.furman@dot.gov>             | Required |
| Poole, Sean (FMCSA) <sean.poole@dot.gov>           | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>             | Required |
| Ray, James (OST) <Jim.Ray@dot.gov>                 | Required |
| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>       | Required |
| Henry, Tina (OST) <tina.henry@dot.gov>             | Required |
| Sylvester, Marco (OST) <marco.sylvester@dot.gov>   | Required |

|                                                              |          |
|--------------------------------------------------------------|----------|
| Smith, Geoff (OST) <geoff.smith@dot.gov>                     | Required |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required |
| Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>         | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                       | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>             | Required |
| Barnard, Brian (NHTSA) <brian.barnard@dot.gov>               | Required |
| Kloster, Andrew (OST) <andrew.kloster@dot.gov>               | Required |
| Bedell, Anthony (OST) <anthony.bedell@dot.gov>               | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>                   | Required |
| Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>               | Required |
| Kochman, Benjamin (OST)<br><benjamin.kochman@dot.gov>        | Required |
| Nelson, Keith (OST) <keith.nelson@dot.gov>                   | Required |
| Fraser, Bobby (PHMSA) <bobby.fraser@dot.gov>                 | Required |
| Deck, Wiley (FMCSA) <wiley.deck@dot.gov>                     | Required |
| Newman, Philip (FTA) <philip.newman@dot.gov>                 | Required |
| Edwards, Sara (OST) <sara.edwards@dot.gov>                   | Required |

|                                                    |          |
|----------------------------------------------------|----------|
| Cote, Gregory (OST) <gregory.cote@dot.gov>         | Required |
| Mullen, Jim (FMCSA) <jim.mullen@dot.gov>           | Required |
| Tucker, Deva (OST) <Deva.Tucker@dot.gov>           | Required |
| Balzano, Richard (MARAD) <Richard.Balzano@dot.gov> | Required |
| Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>          | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>     | Required |
| Morgan, Owen (OST) <owen.morgan@dot.gov>           | Required |
| James, Charles (OST) <charles.james@dot.gov>       | Required |
| Martin, Gregory (OST) <gregory.martin@dot.gov>     | Required |
| Simon, Doug (OST) <doug.simon@dot.gov>             | Required |
| Minock, Nick (OST) <nickolaus.minock@dot.gov>      | Required |
| Cheap, Casey (OST) <casey.cheap@dot.gov>           | Required |
| Roberti, Paul (PHMSA) <paul.roberti@dot.gov>       | Required |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>       | Required |
| Deputy Scheduler <DeputyScheduler@dot.gov>         | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>               | Required |



|                                                           |          |
|-----------------------------------------------------------|----------|
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required |
| ConfRm-HQ-Lincoln Room (OST)<br><Lincoln.Room@dot.gov>    | Resource |
| Flowers, Darien <Darien.Flowers@dot.gov>                  | Required |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>                | Required |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>                | Required |
| Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>        | Required |
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                    | Required |
| Mitton, Chris (OST) <chris.mitton@dot.gov>                | Required |
| Morrison, Jonathan (NHTSA)<br><Jonathan.Morrison@dot.gov> | Required |
| Morris, Willis (OST) <willis.morris@dot.gov>              | Required |
| Trippe, Charles <AWA> <charles.trippe@faa.gov>            | Required |
| Amereihn, Tina <AWA> <tina.amereihn@faa.gov>              | Required |
| Wang, Tim (OST) <tim.wang@dot.gov>                        | Required |
| Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov>  | Required |

|                                                             |          |
|-------------------------------------------------------------|----------|
| Chinn, Monica (OST) <monica.chinn@dot.gov>                  | Required |
| Baker, Shana (FHWA) <Shana.Baker@dot.gov>                   | Required |
| Morabito, Cameron (OST)<br><cameron.morabito@dot.gov>       | Required |
| Short, David (OST) <david.short@dot.gov>                    | Required |
| Buzby, Mark (MARAD) <mark.buzby@dot.gov>                    | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>                | Required |
| Pearce, Drue (PHMSA) <drue.pearce@dot.gov>                  | Required |
| Bonini, Kyle (FMCSA) <kyle.bonini@dot.gov>                  | Required |
| Barbknecht, McKenzie (OST)<br><mckenzie.barbknecht@dot.gov> | Required |
| Shaffer, Kirk <kirk.shaffer@faa.gov>                        | Required |

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▲ **Time** 4:00 PM – 5:30 PM  
**Subject** Private Appointment

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**Friday, January 11, 2019**

▲ **Time** 8:00 AM – 8:30 AM  
**Subject** Daily Scheduling Call  
**Location** Dial In: (b) (6)  
**Categories** Red Category

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b> | <b>Attendance</b> |
|------------------|----------------------------|-------------------|
|------------------|----------------------------|-------------------|

Burr, Geoff (OST) <geoff.burr@dot.gov> Organizer

Genero, Laura (OST) (Laura.Genero@dot.gov) Required  
<Laura.Genero@dot.gov>

Edwards, Sara (OST) <sara.edwards@dot.gov> Required

Kania, Adriana (OST) <adriana.kania@dot.gov> Required

Kuo, Monica (OST) <monica.kuo@dot.gov> Required

McInerney, Marianne (OST) Required  
(marianne.mcinerney@dot.gov)  
<marianne.mcinerney@dot.gov>

▲ **Time** 9:30 AM – 10:00 AM

**Subject** Canceled: Schedule Review

**Location** COS Office

**Recurrence** Occurs every Friday effective 1/4/2019 until 1/25/2019 from 9:30 AM to 10:00 AM

**Importance** High

**Attendees**

| Name <E-mail>                              | Attendance |
|--------------------------------------------|------------|
| Edwards, Sara (OST) <sara.edwards@dot.gov> | Organizer  |
| Burr, Geoff (OST) <geoff.burr@dot.gov>     | Required   |

▲ **Time** 10:30 AM – 11:00 AM

**Subject** WCF Contract Staff

**Location** Deputy Secretary's Conference Room

**Attendees**

| Name <E-mail> | Attendance |
|---------------|------------|
|---------------|------------|

Burr, Geoff (OST) <geoff.burr@dot.gov> Organizer  
Baldwin, Kristen (OST) <kristen.baldwin@dot.gov> Required  
Deputy Scheduler <DeputyScheduler@dot.gov> Required

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▲ **Time** 11:00 AM – 11:30 AM  
**Subject** Meeting w/Joan Simpson  
**Location** Geoff's Office  
**Attendees**

| Name <E-mail>                              | Attendance |
|--------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>     | Organizer  |
| Simpson, Joan (OST) <Joan.Simpson@dot.gov> | Required   |

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▲ **Time** 1:00 PM – 2:00 PM  
**Subject** Lunch - (b) (6)

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▲ **Time** 3:00 PM – 3:30 PM  
**Subject** Meeting w/Joel Szabat  
**Location** Geoff's Office  
**Attendees**

| Name <E-mail>                                                    | Attendance |
|------------------------------------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov>                           | Organizer  |
| Szabat, Joel (MARAD) (Joel.Szabat@dot.gov) <Joel.Szabat@dot.gov> | Required   |

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▲ **Time** 4:00 PM – 4:30 PM  
**Subject** PREP: NACTA Meeting (1/14)

**Location** S2's Office

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                   | <b>Attendance</b> |
|------------------|----------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>   | Organizer         |
|                  | McMaster, Sean (OST) <sean.mcmaster@dot.gov> | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>       | Required          |

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**Saturday, January 12, 2019**

▲ **Time** 9:30 AM – 10:30 AM

**Subject** (b) (6)

**Location** (b) (6)

(b) (6)

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>             | <b>Attendance</b> |
|------------------|----------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov> | Organizer         |
|                  | (b) (6)                                | Required          |
|                  | (b) (6)                                | Required          |

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▲ **Time** 3:30 PM – 4:30 PM

**Subject** (b) (6)

**Location** (b) (6)

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>             | <b>Attendance</b> |
|------------------|----------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov> | Organizer         |
|                  | (b) (6)                                | Required          |

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**Monday, January 14, 2019**

▲ **Time** 8:00 AM – 8:30 AM

**Subject** Daily Scheduling Call

**Location** Dial In: (b) (6)

**Categories** Red Category, Critical

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                        | <b>Attendance</b> |
|------------------|-------------------------------------------------------------------|-------------------|
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                            | Organizer         |
|                  | Genero, Laura (OST) (Laura.Genero@dot.gov) <Laura.Genero@dot.gov> | Required          |
|                  | Edwards, Sara (OST) <sara.edwards@dot.gov>                        | Required          |
|                  | Kania, Adriana (OST) <adriana.kania@dot.gov>                      | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                              | Required          |
|                  | Kuo, Monica (OST) <monica.kuo@dot.gov>                            | Required          |
|                  | Post, Andy (OST) <Andy.Post@dot.gov>                              | Required          |
|                  | Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>                    | Required          |

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▲ **Time** 4:30 PM – 5:00 PM

**Subject** POTUS Pre Brief

**Location** Secretary's office  
Staff: S2/G Burr/T Inman/D Kan

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                               | <b>Attendance</b> |
|------------------|----------------------------------------------------------|-------------------|
|                  | SecretaryScheduler (OST)<br><SecretaryScheduler@dot.gov> | Organizer         |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                     | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                   | Required          |
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>               | Required          |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                   | Required          |

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**Tuesday, January 15, 2019**

▲ **Time** 8:00 AM – 8:30 AM

**Subject** Daily Scheduling Call

**Location** Dial In: (b) (6)

**Categories** Red Category, Critical

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                           | <b>Attendance</b> |
|------------------|----------------------------------------------------------------------|-------------------|
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                               | Organizer         |
|                  | Genero, Laura (OST) (Laura.Genero@dot.gov)<br><Laura.Genero@dot.gov> | Required          |
|                  | Edwards, Sara (OST) <sara.edwards@dot.gov>                           | Required          |
|                  | Kania, Adriana (OST) <adriana.kania@dot.gov>                         | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                                 | Required          |

Kuo, Monica (OST) <monica.kuo@dot.gov> Required

Post, Andy (OST) <Andy.Post@dot.gov> Required

Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov> Required

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▲ **Time** 10:00 AM – 10:30 AM

**Subject** DOT/WH

**Recurrence** Occurs every Tuesday effective 1/1/2019 until 1/29/2019 from 10:00 AM to 10:30 AM

**Categories** Green Category, Yellow Category

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▲ **Time** 11:30 AM – 12:00 PM

**Subject** WH/DOT

**Recurrence** Occurs every Tuesday effective 1/1/2019 until 1/29/2019 from 11:30 AM to 12:00 PM

**Categories** Green Category

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▲ **Time** 12:00 PM – 1:00 PM

**Subject** Lunch with Sean McMaster

**Attendees**

| Name <E-mail> | Attendance |
|---------------|------------|
|---------------|------------|

|                                             |           |
|---------------------------------------------|-----------|
| Bell, Michael (OST) <michael.bell1@dot.gov> | Organizer |
|---------------------------------------------|-----------|

|                                              |          |
|----------------------------------------------|----------|
| McMaster, Sean (OST) <sean.mcmaster@dot.gov> | Required |
|----------------------------------------------|----------|

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▲ **Time** 2:30 PM – 2:45 PM

**Subject** Call with Susan Miller

**Location** Todd's Office (b) (6)

We will call out to her.



| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>             | <b>Attendance</b> |
|------------------|----------------------------------------|-------------------|
|                  | Simon, Doug (OST) <doug.simon@dot.gov> | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov> | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov> | Required          |

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**Wednesday, January 16, 2019**

▲ **Time** 9:00 AM – 9:30 AM

**Subject** Daily Scheduling Call

**Location** Dial In: (b) (6)

**Categories** Red Category, Critical

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                        | <b>Attendance</b> |
|------------------|-------------------------------------------------------------------|-------------------|
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                            | Organizer         |
|                  | Genero, Laura (OST) (Laura.Genero@dot.gov) <Laura.Genero@dot.gov> | Required          |
|                  | Edwards, Sara (OST) <sara.edwards@dot.gov>                        | Required          |
|                  | Kania, Adriana (OST) <adriana.kania@dot.gov>                      | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                              | Required          |
|                  | Kuo, Monica (OST) <monica.kuo@dot.gov>                            | Required          |
|                  | Post, Andy (OST) <Andy.Post@dot.gov>                              | Required          |
|                  | Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>                    | Required          |

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▲ **Time** 1:45 PM – 2:15 PM

**Subject** Judy/Geoff

**Location** Geoff's office

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                     | <b>Attendance</b> |
|------------------|----------------------------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                         | Organizer         |
|                  | Kaleta, Judy (OST) (Judy.Kaleta@dot.gov) <Judy.Kaleta@dot.gov> | Required          |

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### Thursday, January 17, 2019

▲ **Time** 8:00 AM – 8:30 AM

**Subject** Daily Scheduling Call

**Location** Dial In (b) (6)

**Categories** Red Category, Critical

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                        | <b>Attendance</b> |
|------------------|-------------------------------------------------------------------|-------------------|
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                            | Organizer         |
|                  | Genero, Laura (OST) (Laura.Genero@dot.gov) <Laura.Genero@dot.gov> | Required          |
|                  | Edwards, Sara (OST) <sara.edwards@dot.gov>                        | Required          |
|                  | Kania, Adriana (OST) <adriana.kania@dot.gov>                      | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                              | Required          |
|                  | Kuo, Monica (OST) <monica.kuo@dot.gov>                            | Required          |
|                  | Post, Andy (OST) <Andy.Post@dot.gov>                              | Required          |

Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>

Required



**Time** 9:00 AM – 9:30 AM

**Subject** Weekly (Non-Career) Staff Meeting

**Location** ConfRm-HQ-Lincoln Room (OST)

**Recurrence** Occurs every Thursday effective 1/3/2019 until 1/17/2019 from 9:00 AM to 9:30 AM

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                 | <b>Attendance</b> |
|------------------|------------------------------------------------------------|-------------------|
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>                     | Organizer         |
|                  | Martinez, Raymond P. (FMCSA)<br><Raymond.Martinez@dot.gov> | Required          |
|                  | Koehlke, Alex <Alex.Koehlke@dot.gov>                       | Required          |
|                  | Riccardo, George (OST) <george.riccardo@dot.gov>           | Required          |
|                  | Smeda, Elisabeth <AWA> <elisabeth.smeda@faa.gov>           | Required          |
|                  | Plans, Barry (OST) <barry.plans@dot.gov>                   | Required          |
|                  | Etchen, Alex (OST) <alex.etchen@dot.gov>                   | Required          |
|                  | Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>             | Required          |
|                  | Post, Andy (OST) <Andy.Post@dot.gov>                       | Required          |
|                  | Dombrowski, Eileen (OST)<br><Eileen.Dombrowski@dot.gov>    | Required          |
|                  | King, Heidi (NHTSA) <heidi.king@dot.gov>                   | Required          |

|                                                        |          |
|--------------------------------------------------------|----------|
| Graham, Douglas (OST) <douglas.graham@dot.gov>         | Required |
| Kania, Adriana (OST) <adriana.kania@dot.gov>           | Required |
| Curto, Michael (OST) <Michael.Curto@dot.gov>           | Required |
| Elliott, Skip (PHMSA) <howard.elliott@dot.gov>         | Required |
| Hess, Chris (FRA) <christopher.hess@dot.gov>           | Required |
| Wilkinson, James (OST) <james.wilkinson@dot.gov>       | Required |
| Owens, James (OST) <James.Owens@dot.gov>               | Required |
| Kramer, John (OST) <John.Kramer@dot.gov>               | Required |
| Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov> | Required |
| Bradford, Stephen (OST) <stephen.bradford@dot.gov>     | Required |
| Reynard, Mike (FHWA) <mike.reynard@dot.gov>            | Required |
| Smith, Loren (OST) <Loren.Smith@dot.gov>               | Required |
| Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>       | Required |
| Parker, Mala (FHWA) <mala.parker@dot.gov>              | Required |
| Knouse, Ruth (OST) <ruth.knouse@dot.gov>               | Required |
| Kuo, Monica (OST) <monica.kuo@dot.gov>                 | Required |
| Worthy, Sharon (OST) <sharon.worthy@dot.gov>           | Required |

|                                                              |          |
|--------------------------------------------------------------|----------|
| Cipriano, Peter (FRA) <peter.cipriano@dot.gov>               | Required |
| Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>               | Required |
| Furman, Jon (OST) <jon.furman@dot.gov>                       | Required |
| Poole, Sean (FMCSA) <sean.poole@dot.gov>                     | Required |
| Inman, Todd (OST) <todd.inman@dot.gov>                       | Required |
| Ray, James (OST) <Jim.Ray@dot.gov>                           | Required |
| Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>                 | Required |
| Henry, Tina (OST) <tina.henry@dot.gov>                       | Required |
| Sylvester, Marco (OST) <marco.sylvester@dot.gov>             | Required |
| Smith, Geoff (OST) <geoff.smith@dot.gov>                     | Required |
| Hendrickson, Brandye (FHWA)<br><Brandye.Hendrickson@dot.gov> | Required |
| Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>         | Required |
| Wolf, Ariel (OST) <ariel.wolf@dot.gov>                       | Required |
| Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>             | Required |
| Barnard, Brian (NHTSA) <brian.barnard@dot.gov>               | Required |
| Kloster, Andrew (OST) <andrew.kloster@dot.gov>               | Required |

|                                                       |          |
|-------------------------------------------------------|----------|
| Bedell, Anthony (OST) <anthony.bedell@dot.gov>        | Required |
| Genero, Laura (OST) <Laura.Genero@dot.gov>            | Required |
| Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>        | Required |
| Kochman, Benjamin (OST)<br><benjamin.kochman@dot.gov> | Required |
| Nelson, Keith (OST) <keith.nelson@dot.gov>            | Required |
| Fraser, Bobby (PHMSA) <bobby.fraser@dot.gov>          | Required |
| Deck, Wiley (FMCSA) <wiley.deck@dot.gov>              | Required |
| Newman, Philip (FTA) <philip.newman@dot.gov>          | Required |
| Edwards, Sara (OST) <sara.edwards@dot.gov>            | Required |
| Cote, Gregory (OST) <gregory.cote@dot.gov>            | Required |
| Mullen, Jim (FMCSA) <jim.mullen@dot.gov>              | Required |
| Tucker, Deva (OST) <Deva.Tucker@dot.gov>              | Required |
| Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>    | Required |
| Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>             | Required |
| Williams, Jane (FTA) <k.jane.williams@dot.gov>        | Required |
| Morgan, Owen (OST) <owen.morgan@dot.gov>              | Required |

|                                                           |          |
|-----------------------------------------------------------|----------|
| James, Charles (OST) <charles.james@dot.gov>              | Required |
| Martin, Gregory (OST) <gregory.martin@dot.gov>            | Required |
| Simon, Doug (OST) <doug.simon@dot.gov>                    | Required |
| Minock, Nick (OST) <nickolaus.minock@dot.gov>             | Required |
| Cheap, Casey (OST) <casey.cheap@dot.gov>                  | Required |
| Roberti, Paul (PHMSA) <paul.roberti@dot.gov>              | Required |
| Batory, Ronald (FRA) <ronald.batory@dot.gov>              | Required |
| Deputy Scheduler <DeputyScheduler@dot.gov>                | Required |
| Kan, Derek (OST) <derek.kan@dot.gov>                      | Required |
| McInerney, Marianne (OST)<br><marianne.mcinerney@dot.gov> | Required |
| Hanson, Alan (OST) <Alan.Hanson@dot.gov>                  | Required |
| ConfRm-HQ-Lincoln Room (OST)<br><Lincoln.Room@dot.gov>    | Resource |
| Flowers, Darien <Darien.Flowers@dot.gov>                  | Required |
| Sturges, Matt (FRA) <Matt.Sturges@dot.gov>                | Required |
| Fulton, Finch (OST) <Finch.Fulton@dot.gov>                | Required |
| Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>        | Required |

|                                                           |          |
|-----------------------------------------------------------|----------|
| Garg, Arjun (FTA) <arjun.garg@dot.gov>                    | Required |
| Mitton, Chris (OST) <chris.mitton@dot.gov>                | Required |
| Morrison, Jonathan (NHTSA)<br><Jonathan.Morrison@dot.gov> | Required |
| Morris, Willis (OST) <willis.morris@dot.gov>              | Required |
| Trippe, Charles <AWA> <charles.trippe@faa.gov>            | Required |
| Amereihn, Tina <AWA> <tina.amereihn@faa.gov>              | Required |
| Wang, Tim (OST) <tim.wang@dot.gov>                        | Required |
| Gautreaux, Cathy F. (FMCSA)<br><cathy.gautreaux@dot.gov>  | Required |
| Chinn, Monica (OST) <monica.chinn@dot.gov>                | Required |
| Baker, Shana (FHWA) <Shana.Baker@dot.gov>                 | Required |
| Morabito, Cameron (OST)<br><cameron.morabito@dot.gov>     | Required |
| Short, David (OST) <david.short@dot.gov>                  | Required |
| Buzby, Mark (MARAD) <mark.buzby@dot.gov>                  | Required |
| McMaster, Sean (OST) <sean.mcmaster@dot.gov>              | Required |
| Pearce, Drue (PHMSA) <drue.pearce@dot.gov>                | Required |
| Bonini, Kyle (FMCSA) <kyle.bonini@dot.gov>                | Required |



Barbknecht, McKenzie (OST) Required  
<mckenzie.barbknecht@dot.gov>

Shaffer, Kirk <kirk.shaffer@faa.gov> Required

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▲ **Time** 12:15 PM – 1:15 PM  
**Subject** Lunch - Josh Saltzman  
**Location** (b) (6)

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▲ **Time** 5:30 PM – 6:00 PM  
**Subject** Wrap Up  
**Location** S2 Conference Room

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                       | <b>Attendance</b> |
|------------------|--------------------------------------------------|-------------------|
|                  | Deputy Scheduler <DeputyScheduler@dot.gov>       | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>           | Required          |
|                  | Furman, Jon (OST) <jon.furman@dot.gov>           | Required          |
|                  | Inman, Todd (OST) <todd.inman@dot.gov>           | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>             | Required          |
|                  | Genero, Laura (OST) <Laura.Genero@dot.gov>       | Required          |
|                  | Bradbury, Steven (OST) <Steven.Bradbury@dot.gov> | Required          |
|                  | Sullivan, Adam (OST) <adam.sullivan@dot.gov>     | Required          |
|                  | Kramer, John (OST) <John.Kramer@dot.gov>         | Required          |

McMaster, Sean (OST) <sean.mcmaster@dot.gov> Required

Post, Andy (OST) <Andy.Post@dot.gov> Required

Sturges, Matt (FRA) <Matt.Sturges@dot.gov> Required

**Friday, January 18, 2019**

▲ **Time** 8:00 AM – 8:30 AM

**Subject** Daily Scheduling Call

**Location** Dial In: (b) (6)

**Categories** Red Category, Critical

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                                        | <b>Attendance</b> |
|------------------|-------------------------------------------------------------------|-------------------|
|                  | Inman, Todd (OST) <todd.inman@dot.gov>                            | Organizer         |
|                  | Genero, Laura (OST) (Laura.Genero@dot.gov) <Laura.Genero@dot.gov> | Required          |
|                  | Edwards, Sara (OST) <sara.edwards@dot.gov>                        | Required          |
|                  | Kania, Adriana (OST) <adriana.kania@dot.gov>                      | Required          |
|                  | Kan, Derek (OST) <derek.kan@dot.gov>                              | Required          |
|                  | Kuo, Monica (OST) <monica.kuo@dot.gov>                            | Required          |
|                  | Post, Andy (OST) <Andy.Post@dot.gov>                              | Required          |
|                  | Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>                    | Required          |

▲ **Time** 9:30 AM – 10:00 AM

**Subject** Canceled: Schedule Review

**Location** COS Office

**Recurrence** Occurs every Friday effective 1/4/2019 until 1/25/2019 from 9:30 AM to 10:00 AM

**Importance** High

**Attendees**

| Name <E-mail>                              | Attendance |
|--------------------------------------------|------------|
| Edwards, Sara (OST) <sara.edwards@dot.gov> | Organizer  |
| Burr, Geoff (OST) <geoff.burr@dot.gov>     | Required   |

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▲ **Time** 12:00 PM – 1:30 PM

**Subject** Lunch w/S2

**Location** (b) (6)

**Attendees**

| Name <E-mail>                              | Attendance |
|--------------------------------------------|------------|
| Deputy Scheduler <DeputyScheduler@dot.gov> | Organizer  |
| Burr, Geoff (OST) <geoff.burr@dot.gov>     | Required   |

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▲ **Time** 8:15 PM – 9:15 PM

**Subject** (b) (6)

**Location** (b) (6)

**Reminder** 15 minutes

**Attendees**

| Name <E-mail>                          | Attendance |
|----------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov> | Organizer  |
| (b) (6)                                | Required   |
| (b) (6)                                | Required   |

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**Saturday, January 19, 2019**

▲ **Time** 11:30 AM – 12:30 PM

**Subject** (b) (6)

**Location** (b) (6)

**Reminder** 15 minutes

**Attendees**

| Name <E-mail>                          | Attendance |
|----------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov> | Organizer  |
| (b) (6)                                | Required   |
| (b) (6)                                | Required   |

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**Sunday, January 20, 2019**

▲ **Time** 4:30 PM – 5:30 PM

**Subject** (b) (6)

**Location** (b) (6)

**Reminder** 15 minutes

**Attendees**

| Name <E-mail>                          | Attendance |
|----------------------------------------|------------|
| Burr, Geoff (OST) <geoff.burr@dot.gov> | Organizer  |
| (b) (6)                                | Required   |
| (b) (6)                                | Required   |

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**Tuesday, January 22, 2019**

▲ **Time** 10:00 AM – 10:30 AM

**Subject** DOT/WH

**Recurrence** Occurs every Tuesday effective 1/1/2019 until 1/29/2019 from 10:00 AM to 10:30 AM

**Reminder** 15 minutes

**Categories** Green Category, Yellow Category

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▲ **Time** 11:30 AM – 12:00 PM

**Subject** WH/DOT

**Recurrence** Occurs every Tuesday effective 1/1/2019 until 1/29/2019 from 11:30 AM to 12:00 PM

**Reminder** 15 minutes

**Categories** Green Category

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#### Friday, January 25, 2019

▲ **Time** 9:30 AM – 10:00 AM

**Subject** Canceled: Schedule Review

**Location** COS Office

**Recurrence** Occurs every Friday effective 1/4/2019 until 1/25/2019 from 9:30 AM to 10:00 AM

**Importance** High

| <b>Attendees</b> | <b>Name &lt;E-mail&gt;</b>                 | <b>Attendance</b> |
|------------------|--------------------------------------------|-------------------|
|                  | Edwards, Sara (OST) <sara.edwards@dot.gov> | Organizer         |
|                  | Burr, Geoff (OST) <geoff.burr@dot.gov>     | Required          |

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#### Tuesday, January 29, 2019

▲ **Time** 10:00 AM – 10:30 AM

**Subject** DOT/WH

**Recurrence** Occurs every Tuesday effective 1/1/2019 until 1/29/2019 from 10:00 AM to 10:30 AM

**Reminder** 15 minutes

**Categories** Green Category, Yellow Category

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▲ **Time** 11:30 AM – 12:00 PM

**Subject** WH/DOT

**Recurrence** Occurs every Tuesday effective 1/1/2019 until 1/29/2019 from 11:30 AM to 12:00 PM

**Reminder** 15 minutes

**Categories** Green Category

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