
SecretaryScheduler (OST) Calendar

SecretaryScheduler@dot.gov

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					

 Busy

 Tentative

☐ Free

 Out of Office

 Working Elsewhere

 Outside of Working Hours

April 2018

📅 Sun, Apr 1

- | | | |
|-------------------------------------|--------------------|---|
| <input type="checkbox"/> | All Day | Easter Day
United States |
| <input type="checkbox"/> | Before 7:00 AM | Free |
| <input checked="" type="checkbox"/> | 7:00 AM – 3:00 PM | Office Work |
| <input type="checkbox"/> | 3:00 PM – 3:30 PM | Free |
| <input checked="" type="checkbox"/> | 3:30 PM – 4:00 PM | Communications Update |
| <input type="checkbox"/> | 4:00 PM – 5:15 PM | Free |
| <input checked="" type="checkbox"/> | 5:15 PM – 6:59 PM | Private Appointment |
| <input type="checkbox"/> | 6:59 PM – 7:30 PM | Free |
| <input checked="" type="checkbox"/> | 7:30 PM – 11:00 PM | Office work |
| <input type="checkbox"/> | After 11:00 PM | Free |

📅 Mon, Apr 2

- | | | |
|--------------------------|-------------------|-------------------------------|
| <input type="checkbox"/> | All Day | Senate Recess |
| <input type="checkbox"/> | Before 8:00 AM | Free |
| <input type="checkbox"/> | 8:00 AM – 8:30 AM | Free |

<input checked="" type="checkbox"/>	8:30 AM – 9:00 AM	Senior Staff
<input checked="" type="checkbox"/>	9:00 AM – 10:30 AM	Desk work
<input checked="" type="checkbox"/>	10:30 AM – 11:00 AM	Filming for Uber Elevate Summit/Women Political Leaders Global Forum Summit Media Center SecretaryScheduler (OST)
<input checked="" type="checkbox"/>	11:00 AM – 12:00 PM	Desk work
<input type="checkbox"/>	12:00 PM – 12:15 PM	Free
<input checked="" type="checkbox"/>	12:15 PM – 12:30 PM	ETD DOT/Lunch
<input checked="" type="checkbox"/>	12:30 PM – 1:30 PM	Lunch with Bill Sammon, Fox News DC bureau chief (b) (6) SecretaryScheduler (OST)
<input checked="" type="checkbox"/>	1:30 PM – 1:45 PM	Lunch/DOT
<input type="checkbox"/>	1:45 PM – 2:00 PM	Free
<input checked="" type="checkbox"/>	2:00 PM – 2:30 PM	Office work
<input checked="" type="checkbox"/>	2:30 PM – 3:00 PM	DOT/WH
<input checked="" type="checkbox"/>	2:45 PM – 3:30 PM	WH Easter Egg Roll- book reading WH Lawn SecretaryScheduler (OST)
<input checked="" type="checkbox"/>	3:30 PM – 4:00 PM	WH/DOT
<input type="checkbox"/>	4:00 PM – 4:10 PM	Free
<input checked="" type="checkbox"/>	4:10 PM – 4:30 PM	Private Appointment
<input type="checkbox"/>	4:30 PM – 5:00 PM	Free
<input checked="" type="checkbox"/>	5:00 PM – 6:00 PM	Desk work
<input checked="" type="checkbox"/>	6:00 PM – 6:30 PM	Wrap Up Secretary's Conference Room SecretaryScheduler (OST)
<input type="checkbox"/>	6:30 PM – 7:30 PM	Free
<input checked="" type="checkbox"/>	7:30 PM – 9:00 PM	Private Appointment
<input checked="" type="checkbox"/>	9:00 PM – 11:30 PM	Office work
<input type="checkbox"/>	After 11:30 PM	Free

Tue, Apr 3

<input type="checkbox"/>	All Day	Senate Recess
<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 8:30 AM	Free
<input checked="" type="checkbox"/>	8:30 AM – 9:00 AM	Senior Staff
<input checked="" type="checkbox"/>	9:00 AM – 9:30 AM	office work
<input checked="" type="checkbox"/>	9:30 AM – 10:00 AM	Weekly Modal Administrator Meeting Lincoln Room SecretaryScheduler (OST)

<input checked="" type="checkbox"/>	10:00 AM – 10:30 AM	Personnel Meeting Secretary's Conference Room SecretaryScheduler (OST)
<input checked="" type="checkbox"/>	10:30 AM – 2:00 PM	Desk time
<input checked="" type="checkbox"/>	2:00 PM – 2:15 PM	DOT/DCA
<input type="checkbox"/>	2:15 PM – 2:59 PM	Free
<input checked="" type="checkbox"/>	2:59 PM – 5:30 PM	DCA/DFW SecretaryScheduler (OST)
<input checked="" type="checkbox"/>	5:30 PM – 6:45 PM	Transit
<input checked="" type="checkbox"/>	6:45 PM – 8:25 PM	DFW/RNO SecretaryScheduler (OST)
<input type="checkbox"/>	8:25 PM – 8:45 PM	Free
<input checked="" type="checkbox"/>	8:45 PM – 9:30 PM	airport/Overnight
<input type="checkbox"/>	After 9:30 PM	Free

📌 Wed, Apr 4

<input type="checkbox"/>	All Day	Senate Recess
<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 8:15 AM	Free
<input checked="" type="checkbox"/>	8:15 AM – 8:45 AM	Overnight/Carson City Main Street
<input type="checkbox"/>	8:45 AM – 9:00 AM	Free
<input checked="" type="checkbox"/>	9:00 AM – 10:00 AM	TIGER Grant Event with Senator Dean Heller & Congressman Amodei & state & local officials 100 N. Carson Street, Carson City, NV 89701 SecretaryScheduler (OST)
<input type="checkbox"/>	10:00 AM – 10:15 AM	Free
<input checked="" type="checkbox"/>	10:15 AM – 10:45 AM	Carson City/Sparks, NV
<input checked="" type="checkbox"/>	10:45 AM – 11:30 AM	ITS Tour of Trucking Facility 555 Vista Blvd Sparks NV 89434 SecretaryScheduler (OST)
<input checked="" type="checkbox"/>	11:30 AM – 11:45 AM	Sparks/Airport
<input type="checkbox"/>	11:45 AM – 12:40 PM	Free
<input checked="" type="checkbox"/>	12:40 PM – 2:24 PM	RNO/PHX SecretaryScheduler (OST)
<input type="checkbox"/>	2:24 PM – 2:30 PM	Free
<input checked="" type="checkbox"/>	2:30 PM – 3:30 PM	Transit
<input checked="" type="checkbox"/>	2:45 PM – 3:00 PM	Call with Governor Phil Bryant (MS) Dial: (b) (6) - Bethany Direct Office Line
<input checked="" type="checkbox"/>	3:25 PM – 10:45 PM	PHX/BWI SecretaryScheduler (OST)
<input type="checkbox"/>	After 10:45 PM	Free

📅 Thu, Apr 5

<input type="checkbox"/>	All Day	Senate Recess
<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 9:00 AM	Private Appointment
<input type="checkbox"/>	9:00 AM – 9:30 AM	Free
<input type="checkbox"/>	9:30 AM – 12:30 PM	Desk Time
<input type="checkbox"/>	10:00 AM – 10:05 AM	Private Appointment
<input type="checkbox"/>	11:00 AM – 11:30 AM	Private Appointment
<input type="checkbox"/>	12:30 PM – 1:30 PM	Lunch with community Leaders Secretary's Conference Room SecretaryScheduler (OST)
<input type="checkbox"/>	1:30 PM – 2:30 PM	Desk time
<input type="checkbox"/>	2:30 PM – 3:00 PM	Meeting with Scott Clark - Michelin North America Chairman and President Secretary's Conference Room SecretaryScheduler (OST)
<input type="checkbox"/>	3:00 PM – 4:00 PM	Desk Time
<input type="checkbox"/>	4:00 PM – 5:00 PM	Hearing Prep: Senate/House THUD Hearing on Budget Secretary's Conference Room SecretaryScheduler (OST)
<input type="checkbox"/>	5:00 PM – 5:20 PM	Call with Senator Tom Carper Dial: (b) (6) - Senator Carper Office Line
<input type="checkbox"/>	5:20 PM – 6:00 PM	Free
<input type="checkbox"/>	6:00 PM – 6:30 PM	Private Appointment
<input type="checkbox"/>	6:30 PM – 7:30 PM	Free
<input type="checkbox"/>	7:30 PM – 9:00 PM	Private Appointment
<input type="checkbox"/>	After 9:00 PM	Free

📅 Fri, Apr 6

<input type="checkbox"/>	All Day	Senate Recess
<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 8:30 AM	Free
<input type="checkbox"/>	8:30 AM – 9:00 AM	Senior Staff
<input type="checkbox"/>	8:50 AM – 9:00 AM	Private Appointment
<input type="checkbox"/>	9:00 AM – 11:30 AM	Office work
<input type="checkbox"/>	11:30 AM – 11:46 AM	Private Appointment
<input type="checkbox"/>	11:46 AM – 2:00 PM	Free
<input type="checkbox"/>	2:00 PM – 3:00 PM	Private Appointment
<input type="checkbox"/>	3:00 PM – 5:00 PM	Free
<input type="checkbox"/>	5:00 PM – 7:00 PM	Free

<input type="checkbox"/>	7:00 PM – 8:30 PM	Private Appointment
<input type="checkbox"/>	After 8:30 PM	Free

▲ Sat, Apr 7

<input type="checkbox"/>	Before 7:00 AM	Free
<input type="checkbox"/>	7:00 AM – 12:00 PM	Office work
<input type="checkbox"/>	12:00 PM – 1:00 PM	Private Appointment
<input type="checkbox"/>	1:00 PM – 1:30 PM	Private Appointment
<input type="checkbox"/>	1:30 PM – 2:00 PM	Free
<input type="checkbox"/>	2:00 PM – 5:00 PM	Office Work
<input type="checkbox"/>	5:00 PM – 5:30 PM	Free
<input type="checkbox"/>	5:30 PM – 7:30 PM	Private Appointment
<input type="checkbox"/>	After 7:30 PM	Free

▲ Sun, Apr 8

<input type="checkbox"/>	Before 7:00 AM	Free
<input type="checkbox"/>	7:00 AM – 3:00 PM	Office Work
<input type="checkbox"/>	1:00 PM – 3:50 PM	Private Appointment
<input type="checkbox"/>	3:50 PM – 5:00 PM	Free
<input type="checkbox"/>	5:00 PM – 5:30 PM	Private Appointment
<input type="checkbox"/>	5:30 PM – 6:00 PM	Free
<input type="checkbox"/>	6:00 PM – 11:00 PM	Office work
<input type="checkbox"/>	After 11:00 PM	Free

▲ Mon, Apr 9

<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 8:30 AM	Free
<input type="checkbox"/>	8:30 AM – 9:00 AM	Senior Staff
<input type="checkbox"/>	9:00 AM – 10:00 AM	Desk time
<input type="checkbox"/>	10:00 AM – 10:30 AM	Meeting with Canadian Minister Garneau Secretary's Conference Room SecretaryScheduler (OST)
<input type="checkbox"/>	10:30 AM – 11:00 AM	desk work
<input type="checkbox"/>	11:00 AM – 11:30 AM	Free
<input type="checkbox"/>	11:30 AM – 12:30 PM	Cabinet Meeting WH Cabinet Room SecretaryScheduler (OST)

<input checked="" type="checkbox"/>	12:30 PM – 12:40 PM	MOU Signing WH Oval Office SecretaryScheduler (OST)
<input type="checkbox"/>	12:40 PM – 12:50 PM	Free
<input checked="" type="checkbox"/>	12:50 PM – 1:50 PM	Lunch at WH Mess with Dr. Ronny Jackson WH Mess - EDR
<input type="checkbox"/>	1:50 PM – 2:00 PM	Free
<input checked="" type="checkbox"/>	2:00 PM – 3:00 PM	Staff time
<input checked="" type="checkbox"/>	3:00 PM – 3:30 PM	Meeting with Richard Lesser - President and CEO, Boston Consulting Group Lincoln Room SecretaryScheduler (OST)
<input type="checkbox"/>	3:30 PM – 3:45 PM	Free
<input checked="" type="checkbox"/>	3:45 PM – 4:45 PM	Hearing Prep: Senate/House THUD Hearing on Budget Secretary's Conference Room SecretaryScheduler (OST)
<input type="checkbox"/>	4:45 PM – 5:00 PM	Free
<input checked="" type="checkbox"/>	5:00 PM – 6:00 PM	office work
<input checked="" type="checkbox"/>	6:00 PM – 6:30 PM	Wrap Up Secretary's Conference Room SecretaryScheduler (OST)
<input checked="" type="checkbox"/>	6:30 PM – 7:00 PM	Interview with Alan Hanson Secretary's Office SecretaryScheduler (OST)
<input type="checkbox"/>	After 7:00 PM	Free

📅 Tue, Apr 10

<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 8:30 AM	Free
<input checked="" type="checkbox"/>	8:30 AM – 9:00 AM	Senior Staff
<input type="checkbox"/>	9:00 AM – 9:30 AM	Free
<input checked="" type="checkbox"/>	9:30 AM – 10:00 AM	Weekly Modal Administrator's Meeting Lincoln Conference Room SecretaryScheduler (OST)
<input checked="" type="checkbox"/>	10:00 AM – 10:15 AM	Call with Glenn Hubbard Dail: (b) (6) - Glenn Direct Office Line SecretaryScheduler (OST)
<input type="checkbox"/>	10:15 AM – 11:00 AM	Free
<input checked="" type="checkbox"/>	11:00 AM – 11:30 AM	Combined Federal Campaign (CFC) Closing Ceremony Celebration Remarks Media Center SecretaryScheduler (OST)
<input type="checkbox"/>	11:30 AM – 12:00 PM	Free
<input checked="" type="checkbox"/>	12:00 PM – 1:00 PM	Private Appointment

<input type="checkbox"/>	1:00 PM – 1:30 PM	Free
<input checked="" type="checkbox"/>	1:30 PM – 2:00 PM	Filming Video Media Center SecretaryScheduler (OST)
<input type="checkbox"/>	2:00 PM – 2:15 PM	Free
<input checked="" type="checkbox"/>	2:15 PM – 3:15 PM	Hearing Prep: Senate/House THUD Hearing on Budget Secretary's Conference Room SecretaryScheduler (OST)
<input type="checkbox"/>	3:15 PM – 3:30 PM	Free
<input checked="" type="checkbox"/>	3:30 PM – 4:00 PM	Meeting with Matt Desch - Iridium Communications CEO Secretary's Conference Room SecretaryScheduler (OST)
<input type="checkbox"/>	4:00 PM – 4:30 PM	Free
<input checked="" type="checkbox"/>	4:30 PM – 5:15 PM	Personnel Meeting Secretary's Conference Room SecretaryScheduler (OST)
<input type="checkbox"/>	5:15 PM – 5:30 PM	Free
<input checked="" type="checkbox"/>	5:30 PM – 6:00 PM	Interview with Michael Reynard - Candidate for FHWA Public Affairs Secretary's Office SecretaryScheduler (OST)
<input checked="" type="checkbox"/>	6:00 PM – 6:30 PM	Wrap Up Secretary's Conference Room SecretaryScheduler (OST)
<input type="checkbox"/>	After 6:30 PM	Free

▲ Wed, Apr 11

<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 8:30 AM	Free
<input checked="" type="checkbox"/>	8:30 AM – 9:00 AM	Senior Staff
<input checked="" type="checkbox"/>	9:00 AM – 11:00 AM	Office time
<input checked="" type="checkbox"/>	11:00 AM – 11:30 AM	Meeting with WH Deputy CoS Chris Liddell & Bill McGinley Secretary's Office SecretaryScheduler (OST)
<input type="checkbox"/>	11:30 AM – 12:00 PM	Free
<input checked="" type="checkbox"/>	12:00 PM – 12:30 PM	Hearing Prep Session: Senate THUD Secretary's Conference Room SecretaryScheduler (OST)
<input checked="" type="checkbox"/>	12:30 PM – 2:00 PM	Office time
<input type="checkbox"/>	2:00 PM – 2:30 PM	Free

<input checked="" type="checkbox"/>	2:30 PM – 4:30 PM	Senate THUD Hearing - Budget Hearing Dirksen 192 SecretaryScheduler (OST)
<input type="checkbox"/>	4:30 PM – 5:00 PM	Free
<input checked="" type="checkbox"/>	5:00 PM – 6:00 PM	Scheduling Meeting Secretary's Conference Room SecretaryScheduler (OST)
<input checked="" type="checkbox"/>	6:00 PM – 6:30 PM	Wrap Up Secretary's Conference Room SecretaryScheduler (OST)
<input type="checkbox"/>	6:30 PM – 7:00 PM	Free
<input checked="" type="checkbox"/>	7:00 PM – 8:00 PM	Private Appointment
<input type="checkbox"/>	After 8:00 PM	Free

Thu, Apr 12

<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 8:30 AM	Free
<input checked="" type="checkbox"/>	8:30 AM – 9:00 AM	Senior Staff
<input checked="" type="checkbox"/>	9:00 AM – 11:00 AM	Office time
<input checked="" type="checkbox"/>	11:00 AM – 12:00 PM	Meeting with Swedish Amb to USA Secretary's Conference Room SecretaryScheduler (OST)
<input checked="" type="checkbox"/>	12:00 PM – 1:00 PM	Working Lunch: Hearing Prep House THUD Secretary's Conference Room SecretaryScheduler (OST)
<input type="checkbox"/>	1:00 PM – 2:00 PM	Free
<input checked="" type="checkbox"/>	2:00 PM – 4:00 PM	House THUD Hearing - Budget Hearing 2358-A Rayburn House Office Building SecretaryScheduler (OST)
<input checked="" type="checkbox"/>	4:00 PM – 5:00 PM	Desk time
<input type="checkbox"/>	5:00 PM – 5:15 PM	Free
<input checked="" type="checkbox"/>	5:15 PM – 5:45 PM	Drone Pilot Program Briefing Secretary's Conference Room SecretaryScheduler (OST)
<input type="checkbox"/>	5:45 PM – 6:00 PM	Free
<input checked="" type="checkbox"/>	6:00 PM – 6:30 PM	Wrap Up Secretary's Conference Room SecretaryScheduler (OST)
<input type="checkbox"/>	6:30 PM – 7:00 PM	Free
<input checked="" type="checkbox"/>	7:00 PM – 8:30 PM	Private Appointment
<input type="checkbox"/>	After 8:30 PM	Free

📅 **Fri, Apr 13**

<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 8:30 AM	Free
<input checked="" type="checkbox"/>	8:30 AM – 9:00 AM	Senior Staff
<input type="checkbox"/>	9:00 AM – 9:10 AM	Free
<input checked="" type="checkbox"/>	9:10 AM – 12:40 PM	Amtrak Theatre Car - NE Regional 182 WAS/NYP Confirmation (b) (6) SecretaryScheduler (OST)
<input type="checkbox"/>	12:40 PM – 1:00 PM	Free
<input checked="" type="checkbox"/>	1:00 PM – 3:00 PM	Office work
<input checked="" type="checkbox"/>	2:45 PM – 2:55 PM	Call with Senator Cory Gardner Dial: (b) (6) - Gardner Cell SecretaryScheduler (OST)
<input checked="" type="checkbox"/>	3:00 PM – 3:10 PM	Call with Governor Brown Dial: (b) (6) - Governor Office # SecretaryScheduler (OST)
<input type="checkbox"/>	3:10 PM – 3:15 PM	Free
<input checked="" type="checkbox"/>	3:15 PM – 3:25 PM	Call with Governor Rauner Dial: (b) (6) - Holly (Scheduler) - Cell SecretaryScheduler (OST)
<input type="checkbox"/>	3:25 PM – 4:00 PM	Free
<input checked="" type="checkbox"/>	4:00 PM – 4:30 PM	Private Appointment
<input type="checkbox"/>	4:30 PM – 5:00 PM	Free
<input checked="" type="checkbox"/>	5:00 PM – 7:00 PM	Office work
<input type="checkbox"/>	7:00 PM – 8:00 PM	Free
<input checked="" type="checkbox"/>	8:00 PM – 11:00 PM	Office work
<input type="checkbox"/>	After 11:00 PM	Free

📅 **Sat, Apr 14**

<input type="checkbox"/>	Before 7:00 AM	Free
<input checked="" type="checkbox"/>	7:00 AM – 12:00 PM	Office work
<input checked="" type="checkbox"/>	8:40 AM – 9:20 AM	Call with Geoff Burr Secretary to call (b) (6) SecretaryScheduler (OST)
<input type="checkbox"/>	12:00 PM – 12:20 PM	Free
<input checked="" type="checkbox"/>	12:20 PM – 1:20 PM	Private Appointment
<input type="checkbox"/>	1:20 PM – 1:40 PM	Free
<input checked="" type="checkbox"/>	1:40 PM – 2:57 PM	Private Appointment
<input type="checkbox"/>	2:57 PM – 7:00 PM	Free
<input checked="" type="checkbox"/>	7:00 PM – 9:00 PM	Private Appointment
<input type="checkbox"/>	After 9:00 PM	Free

📅 Sun, Apr 15

- | | | |
|-------------------------------------|--------------------------|-----------------------------|
| <input type="checkbox"/> | Before 7:00 AM | Free |
| <input checked="" type="checkbox"/> | 7:00 AM – 3:00 PM | Office Work |
| <input checked="" type="checkbox"/> | 3:00 PM – 4:30 PM | Private Appointment |
| <input type="checkbox"/> | 4:30 PM – 7:00 PM | Free |
| <input checked="" type="checkbox"/> | 7:00 PM – 11:00 PM | Office work |
| <input type="checkbox"/> | After 11:00 PM | Free |
-

📅 Mon, Apr 16

- | | | |
|-------------------------------------|---------------------------|---|
| <input type="checkbox"/> | Before 8:00 AM | Free |
| <input type="checkbox"/> | 8:00 AM – 8:30 AM | Free |
| <input checked="" type="checkbox"/> | 8:30 AM – 9:00 AM | Staff meeting |
| <input checked="" type="checkbox"/> | 9:00 AM – 12:30 PM | office work |
| <input type="checkbox"/> | 12:30 PM – 1:15 PM | Free |
| <input checked="" type="checkbox"/> | 1:15 PM – 2:45 PM | Private Appointment |
| <input type="checkbox"/> | 2:45 PM – 3:00 PM | Free |
| <input checked="" type="checkbox"/> | 3:00 PM – 3:30 PM | Private Appointment |
| <input type="checkbox"/> | 3:30 PM – 4:00 PM | Free |
| <input checked="" type="checkbox"/> | 4:00 PM – 4:30 PM | Office Call
Dial: (b) (6) [REDACTED]
SecretaryScheduler (OST) |
| <input checked="" type="checkbox"/> | 4:30 PM – 6:00 PM | office work |
| <input checked="" type="checkbox"/> | 6:00 PM – 6:30 PM | Wrap-up |
| <input type="checkbox"/> | After 6:30 PM | Free |
-

📅 Tue, Apr 17

- | | | |
|-------------------------------------|----------------------------|--|
| <input type="checkbox"/> | All Day | Tax Day
United States |
| <input type="checkbox"/> | Before 8:00 AM | Free |
| <input type="checkbox"/> | 8:00 AM – 8:30 AM | Free |
| <input checked="" type="checkbox"/> | 8:30 AM – 9:00 AM | Staff meeting |
| <input checked="" type="checkbox"/> | 9:00 AM – 11:30 AM | Office work |
| <input type="checkbox"/> | 11:30 AM – 12:00 PM | Free |
| <input checked="" type="checkbox"/> | 12:00 PM – 1:15 PM | Private Appointment |
| <input checked="" type="checkbox"/> | 1:15 PM – 3:00 PM | Private Appointment |
| <input type="checkbox"/> | 3:00 PM – 4:00 PM | Free |

<input checked="" type="checkbox"/>	4:00 PM – 4:05 PM	Call with CA Governor Jerry Brown Dial: (b) (6) - Assistant Nina will Connect SecretaryScheduler (OST)
<input checked="" type="checkbox"/>	4:05 PM – 4:15 PM	Call with Gary Kelly - CEO, Southwest Airlines Dial:
<input type="checkbox"/>	4:15 PM – 5:00 PM	Free
<input checked="" type="checkbox"/>	5:00 PM – 6:30 PM	Private Appointment
<input type="checkbox"/>	6:30 PM – 7:00 PM	Free
<input checked="" type="checkbox"/>	7:00 PM – 11:00 PM	Office work
<input type="checkbox"/>	After 11:00 PM	Free

🌅 Wed, Apr 18

<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 8:30 AM	Free
<input checked="" type="checkbox"/>	8:30 AM – 9:00 AM	Staff meeting
<input type="checkbox"/>	9:00 AM – 9:30 AM	Free
<input checked="" type="checkbox"/>	9:30 AM – 10:00 AM	Swearing In Ceremonies for new staff Lincoln Room SecretaryScheduler (OST)
<input checked="" type="checkbox"/>	10:00 AM – 10:45 AM	Meeting on Southwest Airlines with Dan Elwell and Sr. Staff Secretary's Conference Room SecretaryScheduler (OST)
<input type="checkbox"/>	10:45 AM – 11:00 AM	Free
<input checked="" type="checkbox"/>	11:00 AM – 11:30 AM	Personnel Meeting Secretary's Conference Room SecretaryScheduler (OST)
<input checked="" type="checkbox"/>	11:30 AM – 11:50 AM	Meeting with Congressman Jason Lewis Secretary's Conference Room SecretaryScheduler (OST)
<input type="checkbox"/>	11:50 AM – 12:30 PM	Free
<input checked="" type="checkbox"/>	12:30 PM – 1:40 PM	Lunch with Mike Allen (CEO) & Jonathan Swan (Nat'l Political Reporter)- Axios Secretary's Office SecretaryScheduler (OST)
<input type="checkbox"/>	1:40 PM – 2:00 PM	Free
<input checked="" type="checkbox"/>	2:00 PM – 2:20 PM	Meet & Greet & Photo Op with Xavier DeGroat - Autism Advocate Secretary's Office SecretaryScheduler (OST)
<input type="checkbox"/>	2:20 PM – 2:45 PM	Free
<input checked="" type="checkbox"/>	2:45 PM – 3:15 PM	OST-M Awards Ceremony - Closing Remarks DoT West Atrium SecretaryScheduler (OST)

<input type="checkbox"/>	3:15 PM – 3:30 PM	Free
<input checked="" type="checkbox"/>	3:30 PM – 4:00 PM	Meeting with Mr. Toshiaki Higashihara, President and CEO, Hitachi Secretary's Conference Room SecretaryScheduler (OST)
<input type="checkbox"/>	4:00 PM – 4:30 PM	Free
<input checked="" type="checkbox"/>	4:30 PM – 5:00 PM	Meeting with Senator Dick Durbin Durbin Leadership Office - S-321 SecretaryScheduler (OST)
<input type="checkbox"/>	5:00 PM – 6:00 PM	Free
<input checked="" type="checkbox"/>	6:00 PM – 6:30 PM	Wrap Up Secretary's Conference Room SecretaryScheduler (OST)
<input type="checkbox"/>	After 6:30 PM	Free

Thu, Apr 19

<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 8:30 AM	Free
<input checked="" type="checkbox"/>	8:30 AM – 9:00 AM	Staff meeting
<input type="checkbox"/>	9:00 AM – 9:45 AM	Free
<input checked="" type="checkbox"/>	9:45 AM – 10:15 AM	Private Appointment
<input type="checkbox"/>	10:15 AM – 10:45 AM	Free
<input checked="" type="checkbox"/>	10:45 AM – 11:30 AM	Swearing In Ceremony for Director of Peace Corps Shriver Auditorium: Peace Corps Headquarters: 1111 20th St. NW, Washington, DC 20526 SecretaryScheduler (OST)
<input type="checkbox"/>	11:30 AM – 1:00 PM	Free
<input checked="" type="checkbox"/>	1:00 PM – 1:45 PM	SCIF SecretaryScheduler (OST)
<input type="checkbox"/>	1:45 PM – 2:10 PM	Free
<input checked="" type="checkbox"/>	2:10 PM – 2:15 PM	Call with Sen Bob Casey Dial: (b) (6) - Alina Direct SecretaryScheduler (OST)
<input checked="" type="checkbox"/>	2:15 PM – 2:25 PM	Call with Cong Mark Meadows Dial: (b) (6) - Congressman Cell SecretaryScheduler (OST)
<input type="checkbox"/>	2:25 PM – 2:45 PM	Free
<input checked="" type="checkbox"/>	2:45 PM – 3:15 PM	NHTSA Administrator Awards Ceremony Closing Remarks DoT West Atrium SecretaryScheduler (OST)
<input type="checkbox"/>	3:15 PM – 4:15 PM	Free
<input checked="" type="checkbox"/>	4:15 PM – 4:30 PM	Drop-By: MARAD Meeting with Union of Greek Shipowners

		Lincoln Room
		SecretaryScheduler (OST)
<input type="checkbox"/>	4:30 PM – 4:45 PM	Free
<input checked="" type="checkbox"/>	4:45 PM – 4:55 PM	Private Appointment
<input type="checkbox"/>	4:55 PM – 5:00 PM	Free
<input checked="" type="checkbox"/>	5:00 PM – 5:30 PM	Private Appointment
<input checked="" type="checkbox"/>	5:30 PM – 6:00 PM	Interview with (b) (6) - Candidate for NHTSA Public Affairs Secretary's Office SecretaryScheduler (OST)
<input checked="" type="checkbox"/>	6:00 PM – 6:30 PM	Wrap Up Secretary's Conference Room SecretaryScheduler (OST)
<input checked="" type="checkbox"/>	6:30 PM – 8:00 PM	Private Appointment
<input type="checkbox"/>	After 8:00 PM	Free

📅 Fri, Apr 20

<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 8:30 AM	Free
<input checked="" type="checkbox"/>	8:30 AM – 9:00 AM	Staff meeting
<input type="checkbox"/>	9:00 AM – 10:00 AM	Free
<input checked="" type="checkbox"/>	10:00 AM – 11:30 AM	AF2 with VPOTUS JAB/GSO SecretaryScheduler (OST)
<input type="checkbox"/>	11:30 AM – 12:20 PM	Free
<input checked="" type="checkbox"/>	12:20 PM – 1:45 PM	S1 Hold Room GSO Airport SecretaryScheduler (OST)
<input checked="" type="checkbox"/>	1:30 PM – 2:10 PM	VPOTUS Infrastructure Roundtable Event Greensboro Airport (GSO): 1000 Ted Johnson Pkwy, Greensboro, NC 24709 SecretaryScheduler (OST)
<input type="checkbox"/>	2:10 PM – 2:30 PM	Free
<input checked="" type="checkbox"/>	2:30 PM – 3:49 PM	GSO/IAD SecretaryScheduler (OST)
<input type="checkbox"/>	3:49 PM – 5:00 PM	Free
<input type="checkbox"/>	After 5:00 PM	Free

📅 Sat, Apr 21

<input type="checkbox"/>	Before 7:00 AM	Free
<input checked="" type="checkbox"/>	7:00 AM – 12:00 PM	Office work
<input type="checkbox"/>	12:00 PM – 12:40 PM	Free

<input checked="" type="checkbox"/>	12:40 PM – 2:08 PM	Private Appointment
<input type="checkbox"/>	2:08 PM – 3:00 PM	Free
<input checked="" type="checkbox"/>	3:00 PM – 5:00 PM	Office work
<input type="checkbox"/>	5:00 PM – 5:30 PM	Free
<input checked="" type="checkbox"/>	5:30 PM – 7:30 PM	Private Appointment
<input type="checkbox"/>	7:30 PM – 8:30 PM	Free
<input checked="" type="checkbox"/>	8:30 PM – 11:30 PM	Office work
<input type="checkbox"/>	After 11:30 PM	Free

📅 Sun, Apr 22

<input type="checkbox"/>	Before 7:00 AM	Free
<input checked="" type="checkbox"/>	7:00 AM – 5:00 PM	Office Work
<input type="checkbox"/>	5:00 PM – 8:00 PM	Free
<input checked="" type="checkbox"/>	8:00 PM – 11:00 PM	Office work
<input type="checkbox"/>	After 11:00 PM	Free

📅 Mon, Apr 23

<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 8:30 AM	Free
<input checked="" type="checkbox"/>	8:30 AM – 9:00 AM	Senior Staff
<input checked="" type="checkbox"/>	9:00 AM – 12:00 PM	Office work
<input type="checkbox"/>	12:00 PM – 12:30 PM	Free
<input checked="" type="checkbox"/>	12:30 PM – 11:49 PM	Private Appointment
<input type="checkbox"/>	After 11:49 PM	Free

📅 Tue, Apr 24

<input type="checkbox"/>	Before 12:01 AM	Free
<input checked="" type="checkbox"/>	12:01 AM – 2:31 PM	Flight to Beijing
<input type="checkbox"/>	2:31 PM – 3:00 PM	Free
<input checked="" type="checkbox"/>	3:00 PM – 4:00 PM	Customs, immigration, luggage, etc
<input checked="" type="checkbox"/>	4:00 PM – 5:30 PM	Ride from airport/hotel with Amb. Branstad
<input type="checkbox"/>	After 5:30 PM	Free

📅 Wed, Apr 25

<input type="checkbox"/>	All Day	Meetings arranged by Embassy and accompanied by staff
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📌 Thu, Apr 26



All Day [9th US-China Transportation Forum](#)

📌 Fri, Apr 27



All Day [bilateral and lunch meetings with Ministry of Transport](#)

📌 Sat, Apr 28



Before 1:00 PM Free



1:00 PM – End of Day Private Appointment

📌 Sun, Apr 29



Start of Day – 2:20 AM Private Appointment



2:20 AM – 7:00 AM Free



7:00 AM – 6:00 PM [Office Work](#)



6:00 PM – 6:30 PM Free



6:30 PM – 8:00 PM Private Appointment



After 8:00 PM Free

📌 Mon, Apr 30



Before 8:00 AM Free



8:00 AM – 8:30 AM Free



8:30 AM – 9:00 AM [Staff meeting](#)



9:00 AM – 10:00 AM [Call with Derek Kan](#)
Dial Derek
SecretaryScheduler (OST)



10:00 AM – 4:30 PM [Officed work](#)



12:00 PM – 12:15 PM Private Appointment



2:45 PM – 2:57 PM Private Appointment



4:30 PM – 5:00 PM [Call with Amb. Robert Lighthizer](#)
S60
SecretaryScheduler (OST)



5:00 PM – 5:15 PM [Call with Director Larry Kudlow](#)
(b) (5)
SecretaryScheduler (OST)



5:15 PM – 5:30 PM Free



5:30 PM – 5:50 PM [Dr. Peter Navarro](#)





5:50 PM – 6:00 PM Free


	6:00 PM – 6:15 PM	Call with Secretary Mnuchin SecretaryScheduler (OST)
	6:15 PM – 6:30 PM	Free
	6:30 PM – 7:00 PM	Private Appointment
	7:00 PM – 7:15 PM	Free
	7:15 PM – 9:00 PM	Private Appointment
	After 9:00 PM	Free


Details

Sunday, April 1, 2018


 **Time** All Day
Subject Easter Day
Location United States
Show Time As Free
Categories Holiday


 **Time** 7:00 AM – 3:00 PM
Subject Office Work
Recurrence Occurs every Sunday effective 4/1/2018 until 4/29/2018 from 7:00 AM to 3:00 PM
Show Time As Busy


 **Time** 3:30 PM – 4:00 PM
Subject Communications Update
Show Time As Busy
Categories Phone Calls

 **Time** 7:30 PM – 11:00 PM
Subject Office work
Reminder 15 minutes
Show Time As Busy

Monday, April 2, 2018

 **Time** 4/2/2018 12:00 AM – 4/7/2018 12:00 AM
Subject Senate Recess
Show Time As Free

 **Time** 8:30 AM – 9:00 AM
Subject Senior Staff
Recurrence Occurs every day effective 4/2/2018 until 4/6/2018 from 8:30 AM to 9:00 AM
Show Time As Busy

 **Time** 9:00 AM – 10:30 AM

Subject Desk work
Show Time As Busy

▲ **Time** 10:30 AM – 11:00 AM
Subject Filming for Uber Elevate Summit/Women Political Leaders Global Forum Summit
Location Media Center
Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
	Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Kopko, Matthew (OST) <matthew.kopko@dot.gov>	Required

▲ **Time** 11:00 AM – 12:00 PM
Subject Desk work
Show Time As Busy

▲ **Time** 12:15 PM – 12:30 PM
Subject ETD DOT/Lunch
Show Time As Busy

▲ **Time** 12:30 PM – 1:30 PM
Subject Lunch with Bill Sammon, Fox News DC bureau chief
Location (b) (6)
Show Time As Busy

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

▲ **Time** 1:30 PM – 1:45 PM
Subject Lunch/DOT
Show Time As Busy

▲ **Time** 2:00 PM – 2:30 PM

Subject Office work
Show Time As Busy

▲ **Time** 2:30 PM – 3:00 PM
Subject DOT/WH
Show Time As Busy

▲ **Time** 2:45 PM – 3:30 PM
Subject WH Easter Egg Roll- book reading
Location WH Lawn
Show Time As Busy

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

▲ **Time** 3:30 PM – 4:00 PM
Subject WH/DOT
Show Time As Busy

▲ **Time** 5:00 PM – 6:00 PM
Subject Desk work
Show Time As Busy

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

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

<marianne.mcinerney@dot.gov>

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

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 PM – 11:30 PM
Subject Office work
Reminder 15 minutes
Show Time As Busy

Tuesday, April 3, 2018

▲ **Time** 8:30 AM – 9:00 AM
Subject Senior Staff
Recurrence Occurs every day effective 4/2/2018 until 4/6/2018 from 8:30 AM to 9:00 AM
Show Time As Busy

▲ **Time** 9:00 AM – 9:30 AM
Subject office work
Show Time As Busy

▲ **Time** 9:30 AM – 10:00 AM
Subject Weekly Modal Administrator Meeting
Location Lincoln Room
Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Buzby, Mark (MARAD) <mark.buzby@dot.gov>	Required
	Deputy Scheduler <DeputyScheduler@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> (b) (6)	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> (b) (6)	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	10:00 AM – 10:30 AM		
	Subject	Personnel Meeting		
	Location	Secretary's Conference Room		
	Show Time As	Busy		
	Attendees	Name <E-mail>	Attendance	
		SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer	
		Deputy Scheduler <DeputyScheduler@dot.gov>	Required	
		Kan, Derek (OST) <derek.kan@dot.gov>	Required	
		Simon, Doug (OST) <doug.simon@dot.gov>	Required	

▲ **Time** 10:30 AM – 2:00 PM
Subject Desk time
Show Time As Busy

▲ **Time** 2:00 PM – 2:15 PM
Subject DOT/DCA
Show Time As Busy

▲	Time	2:59 PM – 5:30 PM		
	Subject	DCA/DFW		
	Show Time As	Busy		
	Categories	Travel		
	Attendees	Name <E-mail>	Attendance	
		SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer	
		Inman, Todd (OST) <todd.inman@dot.gov>	Required	
		Fink, Andrew (OST) <andrew.fink@dot.gov>	Required	

▲ **Time** 5:30 PM – 6:45 PM
Subject Transit
Show Time As Busy

▲ **Time** 6:45 PM – 8:25 PM
Subject DFW/RNO
Show Time As Busy
Categories Travel

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Wilkinson, James (OST) <james.wilkinson@dot.gov>	Required

▲ **Time** 8:45 PM – 9:30 PM
Subject airport/Overnight
Show Time As Busy

Wednesday, April 4, 2018

▲ **Time** 8:15 AM – 8:45 AM
Subject Overnight/Carson City Main Street
Show Time As Busy

▲ **Time** 9:00 AM – 10:00 AM
Subject TIGER Grant Event with Senator Dean Heller & Congressman Amodei & state & local officials
Location 100 N. Carson Street, Carson City, NV 89701
Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Bedell, Anthony (OST) <anthony.bedell@dot.gov>	Required
	Wilkinson, James (OST) <james.wilkinson@dot.gov>	Required
	Post, Andy (OST) <Andy.Post@dot.gov>	Required

▲ **Time** 10:15 AM – 10:45 AM
Subject Carson City/Sparks, NV
Show Time As Busy

▲ **Time** 10:45 AM – 11:30 AM
Subject ITS Tour of Trucking Facility
Location 555 Vista Blvd Sparks NV 89434
Show Time As Busy

Attendees	Name <E-mail>	Attendance
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SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
Inman, Todd (OST) <todd.inman@dot.gov>	Required
Wilkinson, James (OST) <james.wilkinson@dot.gov>	Required
Bedell, Anthony (OST) <anthony.bedell@dot.gov>	Required
Post, Andy (OST) <Andy.Post@dot.gov>	Required

▲	Time	11:30 AM – 11:45 AM	
	Subject	Sparks/Airport	
	Show Time As	Busy	

▲	Time	12:40 PM – 2:24 PM	
	Subject	RNO/PHX	
	Show Time As	Busy	
	Categories	Travel	
	Attendees	Name <E-mail>	Attendance
		SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
		Inman, Todd (OST) <todd.inman@dot.gov>	Required
		Wilkinson, James (OST) <james.wilkinson@dot.gov>	Required
		Siegrist, Ben <ben.siegrist@dot.gov>	Required

▲	Time	2:30 PM – 3:30 PM	
	Subject	Transit	
	Show Time As	Busy	

▲	Time	2:45 PM – 3:00 PM	
	Subject	Call with Governor Phil Bryant (MS)	
	Location	Dial: (b) (6) - Bethany Direct Office Line	
	Show Time As	Busy	
	Categories	Phone Calls	

▲	Time	3:25 PM – 10:45 PM	
	Subject	PHX/BWI	
	Show Time As	Busy	
	Categories	Travel	
	Attendees	Name <E-mail>	Attendance

SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
Inman, Todd (OST) <todd.inman@dot.gov>	Required
Siegrist, Ben <ben.siegrist@dot.gov>	Required

Thursday, April 5, 2018

▲ **Time** 9:30 AM – 12:30 PM
Subject Desk Time
Show Time As Busy

▲ **Time** 12:30 PM – 1:30 PM
Subject Lunch with community Leaders
Location Secretary's Conference Room
Show Time As Busy

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

▲ **Time** 1:30 PM – 2:30 PM
Subject Desk time
Show Time As Busy

▲ **Time** 2:30 PM – 3:00 PM
Subject Meeting with Scott Clark - Michelin North America Chairman and President
Location Secretary's Conference Room
Show Time As Busy

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

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

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

▲ **Time** 3:00 PM – 4:00 PM
Subject Desk Time
Show Time As Busy

▲ **Time** 4:00 PM – 5:00 PM
Subject Hearing Prep: Senate/House THUD Hearing on Budget
Location Secretary's Conference Room
Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Burr, Geoff (OST) (geoff.burr@dot.gov) <geoff.burr@dot.gov>	Required
	Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
	Hurdle, Lana (OST) (Lana.Hurdle@dot.gov) <Lana.Hurdle@dot.gov>	Required
	Kan, Derek (OST) <derek.kan@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
	Deputy Scheduler <DeputyScheduler@dot.gov>	Required

▲ **Time** 5:00 PM – 5:20 PM
Subject Call with Senator Tom Carper
Location Dial: (b) (6) - Senator Carper Office Line
Show Time As Busy
Categories Phone Calls

Friday, April 6, 2018

▲ **Time** 8:30 AM – 9:00 AM
Subject Senior Staff
Recurrence Occurs every day effective 4/2/2018 until 4/6/2018 from 8:30 AM to 9:00 AM
Show Time As Busy

▲ **Time** 9:00 AM – 11:30 AM
Subject Office work
Reminder 15 minutes
Show Time As Busy

Saturday, April 7, 2018

▲ **Time** 7:00 AM – 12:00 PM
Subject Office work
Recurrence Occurs every Saturday effective 4/7/2018 until 4/28/2018 from 7:00 AM to 12:00 PM
Show Time As Busy

▲ **Time** 2:00 PM – 5:00 PM
Subject Office Work
Show Time As Busy

Sunday, April 8, 2018

▲ **Time** 7:00 AM – 3:00 PM
Subject Office Work
Recurrence Occurs every Sunday effective 4/1/2018 until 4/29/2018 from 7:00 AM to 3:00 PM
Show Time As Busy

▲ **Time** 6:00 PM – 11:00 PM
Subject Office work
Show Time As Busy

Monday, April 9, 2018

▲ **Time** 8:30 AM – 9:00 AM
Subject Senior Staff
Recurrence Occurs every day effective 4/9/2018 until 4/13/2018 from 8:30 AM to 9:00 AM
Show Time As Busy

▲ **Time** 9:00 AM – 10:00 AM
Subject Desk time
Show Time As Busy

▲ **Time** 10:00 AM – 10:30 AM
Subject Meeting with Canadian Minister Garneau

Location Secretary's Conference Room
Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Abraham, Julie (OST) <Julie.Abraham@dot.gov>	Required
	Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>	Required
	Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	King, Heidi (NHTSA) <heidi.king@dot.gov>	Required
	McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
	Photography (OST) <Photography@dot.gov>	Required

▲ **Time** 10:30 AM – 11:00 AM
Subject desk work
Reminder 15 minutes
Show Time As Busy

▲ **Time** 11:30 AM – 12:30 PM
Subject Cabinet Meeting
Location WH Cabinet Room
Show Time As Busy
Categories Important

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

▲ **Time** 12:30 PM – 12:40 PM
Subject MOU Signing
Location WH Oval Office
Show Time As Busy

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

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

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

▲ **Time** 12:50 PM – 1:50 PM
Subject Lunch at WH Mess with Dr. Ronny Jackson
Location WH Mess - EDR
Show Time As Busy

▲ **Time** 2:00 PM – 3:00 PM
Subject Staff time
Show Time As Busy

▲ **Time** 3:00 PM – 3:30 PM
Subject Meeting with Richard Lesser - President and CEO, Boston Consulting Group
Location Lincoln Room
Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
	Kan, Derek (OST) <derek.kan@dot.gov>	Required
	Fulton, Finch (OST) (Finch.Fulton@dot.gov) <Finch.Fulton@dot.gov>	Required
	King, Heidi (NHTSA) <heidi.king@dot.gov>	Required

▲ **Time** 3:45 PM – 4:45 PM
Subject Hearing Prep: Senate/House THUD Hearing on Budget
Location Secretary's Conference Room
Show Time As Busy

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

McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
Hurdle, Lana (OST) (Lana.Hurdle@dot.gov) <Lana.Hurdle@dot.gov>	Required
Kramer, John (OST) <John.Kramer@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required
McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
Deputy Scheduler <DeputyScheduler@dot.gov>	Required

▲	Time	5:00 PM – 6:00 PM	
	Subject	office work	
	Show Time As	Busy	

▲	Time	6:00 PM – 6:30 PM	
	Subject	Wrap Up	
	Location	Secretary's Conference Room	
	Show Time As	Busy	
	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) <geoff.burr@dot.gov>	Required
		McInerney, Marianne (OST) (marianne.mcinerney@dot.gov) <marianne.mcinerney@dot.gov>	Required
		Furman, Jon (OST) (jon.furman@dot.gov) <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** 6:30 PM – 7:00 PM
Subject Interview with Alan Hanson
Location Secretary's Office
Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Kan, Derek (OST) <derek.kan@dot.gov>	Required

Tuesday, April 10, 2018

▲ **Time** 8:30 AM – 9:00 AM
Subject Senior Staff
Recurrence Occurs every day effective 4/9/2018 until 4/13/2018 from 8:30 AM to 9:00 AM
Show Time As Busy

▲ **Time** 9:30 AM – 10:00 AM
Subject Weekly Modal Administrator's Meeting
Location Lincoln Conference Room
Recurrence Occurs every Tuesday effective 4/3/2018 until 4/24/2018 from 9:30 AM to 10:00 AM
Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	Buzby, Mark (MARAD) <mark.buzby@dot.gov>	Required
	Deputy Scheduler <DeputyScheduler@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
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) <howard.mcmillan@dot.gov>	Required
Middlebrook, Craig (SLS) <Craig.Middlebrook@dot.gov>	Required
Scovel, Calvin L <OIG> (b) (6)	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
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
Gautreaux, Cathy F. (FMCSA) <cathy.gautreaux@dot.gov>	Required
Fulton, Finch (OST) <Finch.Fulton@dot.gov>	Optional
Garg, Arjun (FTA) <arjun.garg@dot.gov>	Required
Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>	Optional
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>	Optional
Hanson, Alan (OST) <Alan.Hanson@dot.gov>	Optional

Chavez, Richard (OST) <richard.chavez@dot.gov> Required

Everett, Thomas (FHWA) <Thomas.Everett@dot.gov> Required

▲ **Time** 10:00 AM – 10:15 AM
Subject Call with Glenn Hubbard
Location Dail: (b) (6) - Glenn Direct Office Line
Show Time As Busy
Categories Phone Calls
Attendees

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

▲ **Time** 11:00 AM – 11:30 AM
Subject Combined Federal Campaign (CFC) Closing Ceremony Celebration
Remarks
Location Media Center
Show Time As Busy
Categories Speech
Attendees

Name <E-mail>	Attendance
SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
Smith, Geoff (OST) <geoff.smith@dot.gov>	Required
Washington, Keith (OST) <Keith.Washington@dot.gov>	Required

▲ **Time** 1:30 PM – 2:00 PM
Subject Filming Video
Location Media Center
Show Time As Busy
Attendees

Name <E-mail>	Attendance
SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required

▲ **Time** 2:15 PM – 3:15 PM
Subject Hearing Prep: Senate/House THUD Hearing on Budget
Location Secretary's Conference Room
Show Time As Busy

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
	Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
	Hurdle, Lana (OST) <Lana.Hurdle@dot.gov>	Required
	Kan, Derek (OST) <derek.kan@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

▲ **Time** 3:30 PM – 4:00 PM
Subject Meeting with Matt Desch - Iridium Communications CEO
Location Secretary's Conference Room
Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Kan, Derek (OST) <derek.kan@dot.gov>	Required
	Kopko, Matthew (OST) <matthew.kopko@dot.gov>	Required

▲ **Time** 4:30 PM – 5:15 PM
Subject Personnel Meeting
Location Secretary's Conference Room
Show Time As Busy

Attendees	Name <E-mail>	Attendance
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SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
Deputy Scheduler <DeputyScheduler@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required
Burr, Geoff (OST) (geoff.burr@dot.gov) <geoff.burr@dot.gov>	Required
Simon, Doug (OST) <doug.simon@dot.gov>	Required

▲ **Time** 5:30 PM – 6:00 PM
Subject Interview with Michael Reynard - Candidate for FHWA Public Affairs
Location Secretary's Office
Show Time As Busy
Attendees

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

▲ **Time** 6:00 PM – 6:30 PM
Subject Wrap Up
Location Secretary's Conference Room
Show Time As Busy
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) <geoff.burr@dot.gov>	Required
McInerney, Marianne (OST) (marianne.mcinerney@dot.gov) <marianne.mcinerney@dot.gov>	Required
Furman, Jon (OST) (jon.furman@dot.gov) <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, April 11, 2018

▲ **Time** 8:30 AM – 9:00 AM
Subject Senior Staff
Recurrence Occurs every day effective 4/9/2018 until 4/13/2018 from 8:30 AM to 9:00 AM
Show Time As Busy

▲ **Time** 9:00 AM – 11:00 AM
Subject Office time
Recurrence Occurs every day effective 4/11/2018 until 4/12/2018 from 9:00 AM to 11:00 AM
Show Time As Busy

▲ **Time** 11:00 AM – 11:30 AM
Subject Meeting with WH Deputy CoS Chris Liddell & Bill McGinley
Location Secretary's Office
Show Time As Busy

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

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

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
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) <Lana.Hurdle@dot.gov>	Required

▲ **Time** 12:30 PM – 2:00 PM
Subject Office time
Show Time As Busy

▲ **Time** 2:30 PM – 4:30 PM
Subject Senate THUD Hearing - Budget Hearing
Location Dirksen 192
Show Time As Busy
Categories Important

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

Hurdle, Lana (OST) (Lana.Hurdle@dot.gov)
<Lana.Hurdle@dot.gov> Required

▲ **Time** 5:00 PM – 6:00 PM
Subject Scheduling Meeting
Location Secretary's Conference Room
Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Burr, Geoff (OST) <geoff.burr@dot.gov>	Required
	Edwards, Sara (OST) <sara.edwards@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
	McMaster, Sean (OST) <sean.mcmaster@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
Show Time As Busy

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

Furman, Jon (OST) (jon.furman@dot.gov) <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, April 12, 2018

▲ **Time** 8:30 AM – 9:00 AM
Subject Senior Staff
Recurrence Occurs every day effective 4/9/2018 until 4/13/2018 from 8:30 AM to 9:00 AM
Show Time As Busy

▲ **Time** 9:00 AM – 11:00 AM
Subject Office time
Recurrence Occurs every day effective 4/11/2018 until 4/12/2018 from 9:00 AM to 11:00 AM
Show Time As Busy

▲ **Time** 11:00 AM – 12:00 PM
Subject Meeting with Swedish Amb to USA
Location Secretary's Conference Room
Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
	Kan, Derek (OST) <derek.kan@dot.gov>	Required

▲ **Time** 12:00 PM – 1:00 PM
Subject Working Lunch: Hearing Prep House THUD
Location Secretary's Conference Room
Show Time As Busy

Attendees	Name <E-mail>	Attendance
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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** 2:00 PM – 4:00 PM

Subject House THUD Hearing - Budget Hearing

Location 2358-A Rayburn House Office Building

Show Time As Busy

Categories Important

Attendees

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

Hurdle, Lana (OST) (Lana.Hurdle@dot.gov)
<Lana.Hurdle@dot.gov>

Required



Time 4:00 PM – 5:00 PM
Subject Desk time
Show Time As Busy



Time 5:15 PM – 5:45 PM
Subject Drone Pilot Program Briefing
Location Secretary's Conference Room
Show Time As Busy

Attendees Name <E-mail>

Attendance

SecretaryScheduler (OST)
<SecretaryScheduler@dot.gov>

Organizer

Bahrani, Ali <AVS> <ali.bahrani@faa.gov>

Required

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

Required

Deputy Scheduler <DeputyScheduler@dot.gov>

Required

Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>

Required

Fulton, Finch (OST) (Finch.Fulton@dot.gov)
<Finch.Fulton@dot.gov>

Required

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

Required

Irvine, Peter (OST) <Peter.Irvine@dot.gov>

Required

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

Required

Kopko, Matthew (OST) <matthew.kopko@dot.gov>

Required

Trippe, Charles <AWA> <charles.trippe@faa.gov>

Required



Time 6:00 PM – 6:30 PM
Subject Wrap Up
Location Secretary's Conference Room
Show Time As Busy

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) <geoff.burr@dot.gov>	Required
McInerney, Marianne (OST) (marianne.mcinerney@dot.gov) <marianne.mcinerney@dot.gov>	Required
Furman, Jon (OST) (jon.furman@dot.gov) <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, April 13, 2018

▲ **Time** 8:30 AM – 9:00 AM
Subject Senior Staff
Recurrence Occurs every day effective 4/9/2018 until 4/13/2018 from 8:30 AM to 9:00 AM
Show Time As Busy

▲ **Time** 9:10 AM – 12:40 PM
Subject Amtrak Theatre Car - NE Regional 182
Location WAS/NYP Confirmation (b) (6)
Show Time As Busy
Categories Travel

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Kan, Derek (OST) <derek.kan@dot.gov>	Required
	Kopko, Matthew (OST) <matthew.kopko@dot.gov>	Required

McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
Wilkinson, James (OST) <james.wilkinson@dot.gov>	Required
Smith, Geoff (OST) (geoff.smith@dot.gov) <geoff.smith@dot.gov>	Required
Batory, Ronald (FRA) <ronald.batory@dot.gov>	Required
Reyes, Juan D. III (FRA) <j.reyes@dot.gov>	Required
Williams, Jane (FTA) <k.jane.williams@dot.gov>	Required

▲ **Time** 1:00 PM – 3:00 PM
Subject Office work
Show Time As Busy

▲ **Time** 2:45 PM – 2:55 PM
Subject Call with Senator Cory Gardner
Location Dial: (b) (6) - Gardner Cell
Show Time As Busy
Categories Phone Calls
Attendees

Name <E-mail>	Attendance
SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
Tucker, Deva (OST) <Deva.Tucker@dot.gov>	Required

▲ **Time** 3:00 PM – 3:10 PM
Subject Call with Governor Brown
Location Dial: (b) (6) - Governor Office #
Show Time As Busy
Categories Phone Calls
Attendees

Name <E-mail>	Attendance
SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
Bedell, Anthony (OST) <anthony.bedell@dot.gov>	Required
Tucker, Deva (OST) <Deva.Tucker@dot.gov>	Required

▲ **Time** 3:15 PM – 3:25 PM
Subject Call with Governor Rauner
Location Dial: (b) (6) - Holly (Scheduler) - Cell
Show Time As Busy
Categories Phone Calls
Attendees

Name <E-mail>	Attendance
SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
Bedell, Anthony (OST) <anthony.bedell@dot.gov>	Required
Tucker, Deva (OST) <Deva.Tucker@dot.gov>	Required

▲ **Time** 5:00 PM – 7:00 PM
Subject Office work
Show Time As Busy

▲ **Time** 8:00 PM – 11:00 PM
Subject Office work
Show Time As Busy

Saturday, April 14, 2018

▲ **Time** 7:00 AM – 12:00 PM
Subject Office work
Recurrence Occurs every Saturday effective 4/7/2018 until 4/28/2018 from 7:00 AM to 12:00 PM
Show Time As Busy

▲ **Time** 8:40 AM – 9:20 AM
Subject Call with Geoff Burr
Location Secretary to call (b) (6)
Show Time As Busy
Categories Phone Calls
Attendees

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

Sunday, April 15, 2018

▲ **Time** 7:00 AM – 3:00 PM
Subject Office Work
Recurrence Occurs every Sunday effective 4/1/2018 until 4/29/2018 from 7:00 AM to 3:00 PM
Show Time As Busy

▲ **Time** 7:00 PM – 11:00 PM
Subject Office work
Show Time As Busy

Monday, April 16, 2018

▲ **Time** 8:30 AM – 9:00 AM
Subject Staff meeting
Recurrence Occurs every day effective 4/16/2018 until 4/20/2018 from 8:30 AM to 9:00 AM
Show Time As Busy

▲ **Time** 9:00 AM – 12:30 PM
Subject office work
Reminder 15 minutes
Show Time As Busy

▲ **Time** 4:00 PM – 4:30 PM
Subject Office Call
Location Dial: (b) (6)
Show Time As Busy
Categories Phone Calls

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) <marianne.mcinerney@dot.gov>	Required

▲ **Time** 4:30 PM – 6:00 PM
Subject office work
Reminder 15 minutes
Show Time As Busy

▲ **Time** 6:00 PM – 6:30 PM
Subject Wrap-up
Show Time As Busy

Tuesday, April 17, 2018

▲ **Time** All Day

Subject Tax Day
Location United States
Show Time As Free
Categories Holiday

▲ **Time** 8:30 AM – 9:00 AM
Subject Staff meeting
Recurrence Occurs every day effective 4/16/2018 until 4/20/2018 from 8:30 AM to 9:00 AM
Show Time As Busy

▲ **Time** 9:00 AM – 11:30 AM
Subject Office work
Show Time As Busy

▲ **Time** 4:00 PM – 4:05 PM
Subject Call with CA Governor Jerry Brown
Location Dial: (b) (6) - Assistant Nina will Connect
Show Time As Busy
Categories Phone Calls
Attendees

Name <E-mail>	Attendance
SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
Bedell, Anthony (OST) <anthony.bedell@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required

▲ **Time** 4:05 PM – 4:15 PM
Subject Call with Gary Kelly - CEO, Southwest Airlines
Location Dial:
Show Time As Busy
Categories Phone Calls


▲ **Time** 7:00 PM – 11:00 PM
Subject Office work
Show Time As Busy

Wednesday, April 18, 2018

▲ **Time** 8:30 AM – 9:00 AM
Subject Staff meeting
Recurrence Occurs every day effective 4/16/2018 until 4/20/2018 from 8:30 AM to 9:00 AM
Show Time As Busy

▲ **Time** 9:30 AM – 10:00 AM
Subject Swearing In Ceremonies for new staff

Location	Lincoln Room	
Show Time As	Busy	
Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Washington, Keith (OST) <Keith.Washington@dot.gov>	Required
	Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
	Graham, Douglas (OST) <douglas.graham@dot.gov>	Required
	Simon, Doug (OST) <doug.simon@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Simpson, Joan (OST) <Joan.Simpson@dot.gov>	Required
	Hildebrand, Vicki (OST) <victoria.hildebrand@dot.gov>	Required
	Batory, Ronald (FRA) <ronald.batory@dot.gov>	Required
	Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
	Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
	DOT-Political-Appointees	Required
	(b) (6)	
	Siegrist, Ben <ben.siegrist@dot.gov>	Required

	Time	10:00 AM – 10:45 AM
	Subject	Meeting on Southwest Airlines with Dan Elwell and Sr. Staff
	Location	Secretary's Conference Room
	Show Time As	Busy
	Attendees	Name <E-mail>
		Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Bahrani, Ali <AVS> <ali.bahrani@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** 11:00 AM – 11:30 AM
Subject Personnel Meeting
Location Secretary's Conference Room
Show Time As Busy

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

▲ **Time** 11:30 AM – 11:50 AM
Subject Meeting with Congressman Jason Lewis
Location Secretary's Conference Room
Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Newman, Philip (OST) <philip.newman@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Williams, Jane (FTA) <k.jane.williams@dot.gov>	Required

▲	Time	12:30 PM – 1:40 PM	
	Subject	Lunch with Mike Allen (CEO) & Jonathan Swan (Nat'l Political Reporter)- Axios	
	Location	Secretary's Office	
	Show Time As	Busy	
	Attendees	Name <E-mail>	Attendance
		SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
		Guynn, Michelle (OST) <Michelle.D.Guynn@dot.gov>	Required
		McInerney, Marianne (OST) <marianne.mcinerney@dot.gov>	Required
		Tucker, Deva (OST) <Deva.Tucker@dot.gov>	Required
		Virginia, Tiffany (OST) <Tiffany.Virginia@dot.gov>	Required

▲	Time	2:00 PM – 2:20 PM	
	Subject	Meet & Greet & Photo Op with Xavier DeGroat - Autism Advocate	
	Location	Secretary's Office	
	Show Time As	Busy	
	Attendees	Name <E-mail>	Attendance
		SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
		Smith, Loren (OST) <Loren.Smith@dot.gov>	Required
		Photography (OST) <Photography@dot.gov>	Required

▲	Time	2:45 PM – 3:15 PM	
	Subject	OST-M Awards Ceremony - Closing Remarks	
	Location	DoT West Atrium	
	Show Time As	Busy	
	Categories	Speech	
	Attendees	Name <E-mail>	Attendance
		SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
		Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
		Washington, Keith (OST) <Keith.Washington@dot.gov>	Required

Siegrist, Ben <ben.siegrist@dot.gov>

Required

▲	Time	3:30 PM – 4:00 PM	
	Subject	Meeting with Mr. Toshiaki Higashihara, President and CEO, Hitachi	
	Location	Secretary's Conference Room	
	Show Time As	Busy	
	Attendees	Name <E-mail>	Attendance
		SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
		Burthey, Grover (OST) <grover.burthey@dot.gov>	Required
		Ray, James (OST) <Jim.Ray@dot.gov>	Required

▲	Time	4:30 PM – 5:00 PM	
	Subject	Meeting with Senator Dick Durbin	
	Location	Durbin Leadership Office - S-321	
	Show Time As	Busy	
	Attendees	Name <E-mail>	Attendance
		SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
		Ray, James (OST) <Jim.Ray@dot.gov>	Required
		Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
		Siegrist, Ben <ben.siegrist@dot.gov>	Required

▲	Time	6:00 PM – 6:30 PM	
	Subject	Wrap Up	
	Location	Secretary's Conference Room	
	Show Time As	Busy	
	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) <geoff.burr@dot.gov>	Required

McInerney, Marianne (OST) (marianne.mcinerney@dot.gov) <marianne.mcinerney@dot.gov>	Required
Furman, Jon (OST) (jon.furman@dot.gov) <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, April 19, 2018

▲ **Time** 8:30 AM – 9:00 AM
Subject Staff meeting
Recurrence Occurs every day effective 4/16/2018 until 4/20/2018 from 8:30 AM to 9:00 AM
Show Time As Busy

▲ **Time** 10:45 AM – 11:30 AM
Subject Swearing In Ceremony for Director of Peace Corps
Location Shriver Auditorium: Peace Corps Headquarters: 1111 20th St. NW, Washington, DC 20526
Show Time As Busy
Categories Speech
Attendees

Name <E-mail>	Attendance
SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
Wilkinson, James (OST) <james.wilkinson@dot.gov>	Required

▲ **Time** 1:00 PM – 1:45 PM
Subject SCIF
Show Time As Busy
Attendees

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

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

Required

▲ **Time** 2:10 PM – 2:15 PM
Subject Call with Sen Bob Casey
Location Dial: (b) (6) - Alina Direct
Show Time As Busy
Categories Phone Calls
Attendees

Name <E-mail>	Attendance
SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
Tucker, Deva (OST) <Deva.Tucker@dot.gov>	Required

▲ **Time** 2:15 PM – 2:25 PM
Subject Call with Cong Mark Meadows
Location Dial: (b) (6) - Congressman Cell
Show Time As Busy
Categories Phone Calls
Attendees

Name <E-mail>	Attendance
SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
Tucker, Deva (OST) <Deva.Tucker@dot.gov>	Required

▲ **Time** 2:45 PM – 3:15 PM
Subject NHTSA Administrator Awards Ceremony Closing Remarks
Location DoT West Atrium
Show Time As Busy
Categories Speech
Attendees

Name <E-mail>	Attendance
SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
Wilkinson, James (OST) <james.wilkinson@dot.gov>	Required
Genero, Laura (OST) <Laura.Genero@dot.gov>	Required

▲ **Time** 4:15 PM – 4:30 PM
Subject Drop-By: MARAD Meeting with Union of Greek Shipowners

Location Lincoln Room
Show Time As Busy
Attendees

Name <E-mail>	Attendance
SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
Inman, Todd (OST) <todd.inman@dot.gov>	Required
Dear, Wilda (MARAD) <Wilda.Dear@dot.gov>	Required
Buzby, Mark (MARAD) <mark.buzby@dot.gov>	Required
Wilkinson, James (OST) <james.wilkinson@dot.gov>	Required

▲ **Time** 5:30 PM – 6:00 PM
Subject Interview with (b) (6) - Candidate for NHTSA Public Affairs
Location Secretary's Office
Show Time As Busy
Attendees

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

▲ **Time** 6:00 PM – 6:30 PM
Subject Wrap Up
Location Secretary's Conference Room
Show Time As Busy
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) <geoff.burr@dot.gov>	Required
McInerney, Marianne (OST) (marianne.mcinerney@dot.gov) <marianne.mcinerney@dot.gov>	Required

Furman, Jon (OST) (jon.furman@dot.gov) <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, April 20, 2018

▲ **Time** 8:30 AM – 9:00 AM
Subject Staff meeting
Recurrence Occurs every day effective 4/16/2018 until 4/20/2018 from 8:30 AM to 9:00 AM
Show Time As Busy

▲ **Time** 10:00 AM – 11:30 AM
Subject AF2 with VPOTUS
Location JAB/GSO
Show Time As Busy
Categories Travel
Attendees

Name <E-mail>	Attendance
SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
Furman, Jon (OST) (jon.furman@dot.gov) <jon.furman@dot.gov>	Required

▲ **Time** 12:20 PM – 1:45 PM
Subject S1 Hold Room
Location GSO Airport
Show Time As Busy
Attendees

Name <E-mail>	Attendance
SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
Siegrist, Ben <ben.siegrist@dot.gov>	Required
Furman, Jon (OST) (jon.furman@dot.gov) <jon.furman@dot.gov>	Required

▲ **Time** 1:30 PM – 2:10 PM
Subject VPOTUS Infrastructure Roundtable Event
Location Greensboro Airport (GSO): 1000 Ted Johnson Pkwy, Greensboro, NC 24709
Show Time As Busy
Categories Important

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Siegrist, Ben <ben.siegrist@dot.gov>	Required
	Furman, Jon (OST) (jon.furman@dot.gov) <jon.furman@dot.gov>	Required
	Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
	Ray, James (OST) <Jim.Ray@dot.gov>	Required

▲ **Time** 2:30 PM – 3:49 PM
Subject GSO/IAD
Show Time As Busy
Categories Travel

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Siegrist, Ben <ben.siegrist@dot.gov>	Required

Saturday, April 21, 2018

▲ **Time** 7:00 AM – 12:00 PM
Subject Office work
Recurrence Occurs every Saturday effective 4/7/2018 until 4/28/2018 from 7:00 AM to 12:00 PM
Show Time As Busy

▲ **Time** 3:00 PM – 5:00 PM
Subject Office work
Show Time As Busy

▲ **Time** 8:30 PM – 11:30 PM
Subject Office work
Show Time As Busy

Sunday, April 22, 2018

▲ **Time** 7:00 AM – 5:00 PM
Subject Office Work
Show Time As Busy

▲ **Time** 8:00 PM – 11:00 PM
Subject Office work
Show Time As Busy

Monday, April 23, 2018

▲ **Time** 8:30 AM – 9:00 AM
Subject Senior Staff
Show Time As Busy

▲ **Time** 9:00 AM – 12:00 PM
Subject Office work
Show Time As Busy

Tuesday, April 24, 2018

▲ **Time** 12:01 AM – 2:31 PM
Subject Flight to Beijing
Show Time As Busy

▲ **Time** 3:00 PM – 4:00 PM
Subject Customs, immigration, luggage, etc
Show Time As Busy

▲ **Time** 4:00 PM – 5:30 PM
Subject Ride from airport/hotel with Amb. Branstad
Show Time As Busy

Wednesday, April 25, 2018

▲ **Time** All Day
Subject Meetings arranged by Embassy and accompanied by staff
Show Time As Free

Thursday, April 26, 2018

▲ **Time** All Day
Subject 9th US-China Transportation Forum
Show Time As Free
Categories Speech

Friday, April 27, 2018

▲ **Time** All Day
Subject bilateral and lunch meetings with Ministry of Transport
Show Time As Free

Sunday, April 29, 2018

▲ **Time** 7:00 AM – 6:00 PM
Subject Office Work
Show Time As Busy

Monday, April 30, 2018

▲ **Time** 8:30 AM – 9:00 AM
Subject Staff meeting
Show Time As Busy

▲ **Time** 9:00 AM – 10:00 AM
Subject Call with Derek Kan
Location Dial Derek
Show Time As Busy
Categories Phone Calls

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Kan, Derek (OST) <derek.kan@dot.gov>	Required
	Tucker, Deva (OST) <Deva.Tucker@dot.gov>	Required

▲ **Time** 10:00 AM – 4:30 PM
Subject Officed work
Reminder 15 minutes
Show Time As Busy

▲ **Time** 4:30 PM – 5:00 PM
Subject Call with Amb. Robert Lighthizer
Location S60
Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Kan, Derek (OST) <derek.kan@dot.gov>	Required

▲ **Time** 5:00 PM – 5:15 PM
Subject Call with Director Larry Kudlow
Location (b) (5)
Show Time As Busy

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

Organizer

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

Required



Time 5:30 PM – 5:50 PM
Subject Dr. Peter Navarro
Show Time As Busy



Time 6:00 PM – 6:15 PM
Subject Call with Secretary Mnuchin
Show Time As Busy

Attendees **Name <E-mail>**

Attendance

SecretaryScheduler (OST)
<SecretaryScheduler@dot.gov>

Organizer

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

Required
