
SecretaryScheduler (OST) Calendar

SecretaryScheduler@dot.gov

Friday, February 1, 2019 – Thursday, February 28, 2019

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

(Adjusted for Daylight Saving Time)

February 2019

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				

 Busy

 Tentative

 Free

 Out of Office

 Working Elsewhere

 Outside of Working Hours

February 2019

Fri, Feb 1

- | | | |
|-------------------------------------|-------------------|--|
| ☐ | Before 8:00 AM | Free |
| ☐ | 8:00 AM – 8:30 AM | Free |
| ☒ | 8:30 AM – 9:00 AM | Senior Staff
SecretaryScheduler (OST) |

- ☐ **9:00 AM – 10:00 AM** **Free**
- ☒ 10:00 AM – 10:15 AM Private Appointment
- ☒ 10:15 AM – 12:30 PM [Review office materials](#)
- ☒ 12:30 PM – 12:46 PM Private Appointment
- ☐ **12:46 PM – 1:30 PM** **Free**
- ☒ 1:30 PM – 2:15 PM Private Appointment
- ☐ **2:15 PM – 3:00 PM** **Free**
- ☒ 3:00 PM – 4:00 PM Private Appointment
- ☒ 4:00 PM – 4:30 PM [Wrap-Up](#)
Secretary's Conference Room
SecretaryScheduler (OST)
- ☐ **4:30 PM – 5:00 PM** **Free**
- ☐ **5:00 PM – 6:00 PM** **Free**
- ☒ 6:00 PM – 8:00 PM Private Appointment
- ☐ **After 8:00 PM** **Free**

Sat, Feb 2

- ☐ All Day [Groundhog Day](#)
United States
- ☐ **Before 7:00 AM** **Free**
- ☒ 7:00 AM – 12:00 PM [Office work](#)
- ☐ **12:00 PM – 12:30 PM** **Free**
- ☒ 12:30 PM – 1:30 PM Private Appointment
- ☐ **1:30 PM – 2:00 PM** **Free**
- ☒ 2:00 PM – 2:30 PM Private Appointment
- ☐ **2:30 PM – 4:00 PM** **Free**

☒	4:00 PM – 4:30 PM	Private Appointment
☐	4:30 PM – 6:00 PM	Free
☒	6:00 PM – 8:00 PM	Private Appointment
☐	After 8:00 PM	Free

📅 Sun, Feb 3

☒	Before 12:30 AM	6
☐	12:30 AM – 7:00 AM	Free
☒	7:00 AM – 3:00 PM	Office Work
☐	3:00 PM – 4:00 PM	Free
☒	4:00 PM – 6:59 PM	Private Appointment
☐	After 6:59 PM	Free

📅 Mon, Feb 4

☐	Before 8:00 AM	Free
☐	8:00 AM – 8:30 AM	Free
☒	8:30 AM – 9:00 AM	Senior Staff SecretaryScheduler (OST)
☒	9:00 AM – 12:30 PM	Staff time
☒	10:00 AM – 10:30 AM	Scheduling Secretary's Conference Room SecretaryScheduler (OST)
☒	11:00 AM – 11:30 AM	Personnel Secretary's Office SecretaryScheduler (OST)

- ☒ 12:30 PM – 1:30 PM [lunch](#)
cafeteria
SecretaryScheduler (OST)
- ☒ 1:30 PM – 4:00 PM [Staff time](#)
- ☒ 2:00 PM – 2:30 PM [Media Briefing](#)
Secretary's Office
SecretaryScheduler (OST)
- ☒ 3:00 PM – 3:30 PM [Pre brief: Hill Meetings](#)
Secretary's Office
SecretaryScheduler (OST)
- ☒ 4:00 PM – 4:30 PM [Interview John Brennan – FTA C.C.](#)
Secretary's Office
SecretaryScheduler (OST)
- ☒ 4:30 PM – 5:30 PM [desk time](#)
- ☒ 5:30 PM – 6:00 PM [Wrap-Up](#)
Secretary's Conference Room
SecretaryScheduler (OST)
- ☐ 6:00 PM – 7:00 PM **Free**
- ☒ 7:00 PM – 8:00 PM Private Appointment
- ☐ **After 8:00 PM** **Free**

📅 Tue, Feb 5

- ☐ All Day [Lunar New Year](#)
- ☐ **Before 8:00 AM** **Free**
- ☐ 8:00 AM – 8:30 AM **Free**
- ☒ 8:30 AM – 9:00 AM [Senior Staff](#)
SecretaryScheduler (OST)
- ☐ 9:00 AM – 12:00 PM **Free**
- ☒ 12:00 PM – 1:00 PM Private Appointment
- ☐ 1:00 PM – 1:30 PM **Free**

- ☒ 1:30 PM – 2:00 PM [Meeting with Sen. Carper](#)
S-107, Senator's Hideaway
SecretaryScheduler (OST)
- ☐ 2:00 PM – 2:15 PM **Free**
- ☒ 2:15 PM – 2:45 PM [Meeting with Sen. Wicker](#)
Dirksen 555
SecretaryScheduler (OST)
- ☐ 2:45 PM – 3:00 PM **Free**
- ☒ 3:00 PM – 3:30 PM [Meeting with Sen. Barrasso](#)
Dirksen 307
SecretaryScheduler (OST)
- ☐ 3:30 PM – 3:50 PM **Free**
- ☒ 3:50 PM – 4:20 PM [Meeting with Rep. DeFazio](#)
2134 Rayburn
SecretaryScheduler (OST)
- ☐ 4:20 PM – 5:00 PM **Free**
- ☐ 5:00 PM – 5:30 PM **Free**
- ☒ 5:30 PM – 6:00 PM [Wrap-Up](#)
Secretary's Conference Room
SecretaryScheduler (OST)
- ☐ 6:00 PM – 8:00 PM **Free**
- ☒ 8:00 PM – 9:00 PM [Hold - Movement to House of Representatives - House Leader's office pre-position Cabinet](#)
- ☒ 9:00 PM – 10:00 PM [SOTU](#)
House of Representatives, U. S. Capitol
- ☐ **After 10:00 PM** **Free**

📅 Wed, Feb 6

- ☐ All Day (b) (6)
- ☐ **Before 8:00 AM** **Free**

☐	8:00 AM – 11:30 AM	Free
☒	11:30 AM – 12:15 PM	Swearing-in Ceremony Media Center SecretaryScheduler (OST)
☐	12:15 PM – 12:30 PM	Free
☒	12:30 PM – 1:15 PM	Lunch with Sec. Mineta & Mrs. Mineta Secretary's Conference Room SecretaryScheduler (OST)
☐	1:15 PM – 1:30 PM	Free
☒	1:30 PM – 2:00 PM	meeting Secretary's Office SecretaryScheduler (OST)
☐	2:00 PM – 2:25 PM	Free
☒	2:25 PM – 2:42 PM	PTC Collaboration Session # 1 Oklahoma Room - DOT SecretaryScheduler (OST)
☐	2:42 PM – 3:15 PM	Free
☒	3:15 PM – 3:30 PM	Pre-Call Discussion Secretary's Office SecretaryScheduler (OST)
☒	3:30 PM – 3:45 PM	Call with Sen. Wyden Dial: (b) (6) , Montana's desk SecretaryScheduler (OST)
☐	3:45 PM – 4:00 PM	Free
☒	4:00 PM – 4:30 PM	Meeting with International Paper Secretary Chao's Office SecretaryScheduler (OST)
☐	4:30 PM – 5:00 PM	Free
☒	5:00 PM – 5:30 PM	NC Staff Training Update Secretary's Conference Room SecretaryScheduler (OST)
☒	5:30 PM – 6:00 PM	Wrap-Up Secretary's Conference Room SecretaryScheduler (OST)

- ☒ 5:45 PM – 6:00 PM [ETD DOT/Reception](#)
- ☒ 6:00 PM – 6:45 PM [Secretary Skinner Reception](#)
FTI Consulting – 325 Seventh Street, NW Suite 400
Washington, DC 20004
SecretaryScheduler (OST)
- ☐ After 6:45 PM Free

▲ Thu, Feb 7

- ☐ Before 8:00 AM Free
- ☐ 8:00 AM – 8:30 AM Free
- ☒ 8:30 AM – 9:00 AM [Senior Staff](#)
SecretaryScheduler (OST)
- ☐ 9:00 AM – 9:30 AM Free
- ☒ 9:30 AM – 10:15 AM [Event Pre Brief](#)
Secretary's Conference Room
SecretaryScheduler (OST)
- ☒ 10:15 AM – 12:45 PM [planning & Review](#)
- ☐ 12:45 PM – 1:00 PM Free
- ☒ 1:00 PM – 2:00 PM [Desk time](#)
- ☒ 2:00 PM – 2:10 PM [Meeting with Richard Branson & Senior Staff \(1:45pm-2:10\)](#)
Media Center
SecretaryScheduler (OST)
- ☒ 2:10 PM – 2:30 PM [Virgin Galactic Briefing](#)
Media Center
SecretaryScheduler (OST)
- ☒ 2:30 PM – 3:20 PM [Commercial Astronaut Wings Ceremony](#)
DOT Atrium
SecretaryScheduler (OST)
- ☐ 3:20 PM – 3:45 PM Free

- ☒ 3:45 PM – 4:00 PM [NC Staff Training Follow up](#)
Secretary's Conference Room
SecretaryScheduler (OST)
- ☐ 4:00 PM – 4:30 PM Free
- ☒ 4:30 PM – 5:00 PM [Oversight Review & Response Process](#)
Secretary's Conference Room
SecretaryScheduler (OST)
- ☐ 5:00 PM – 5:30 PM Free
- ☒ 5:30 PM – 6:00 PM [Wrap-Up](#)
Secretary's Conference Room
SecretaryScheduler (OST)
- ☐ 6:00 PM – 6:30 PM Free
- ☒ 6:30 PM – 7:30 PM Private Appointment
- ☐ 7:30 PM – 8:30 PM Free
- ☒ 8:30 PM – 9:00 PM (b) (6)
SecretaryScheduler (OST)
- ☐ After 9:00 PM Free

🌟 **Fri, Feb 8**

- ☐ Before 8:00 AM Free
- ☐ 8:00 AM – 8:30 AM Free
- ☒ 8:30 AM – 9:00 AM [Senior Staff](#)
SecretaryScheduler (OST)
- ☐ 9:00 AM – 9:59 AM Free
- ☒ 9:59 AM – 12:06 PM [DCA/JAX](#)
SecretaryScheduler (OST)
- ☐ 12:06 PM – 12:15 PM Free
- ☒ 12:15 PM – 12:30 PM [JAX/Jacksonville City Hall](#)
Drive time: 14-26 minutes

- ☒ 12:30 PM – 1:00 PM Private Appointment
- ☒ 1:00 PM – 1:35 PM [Jacksonville, Florida BUILD Announcement](#)
Jacksonville City Hall at St. James, 117 W Duval Street,
Jacksonville, FL 32202
SecretaryScheduler (OST)
- ☐ 1:35 PM – 1:40 PM Free
- ☒ 1:40 PM – 1:50 PM [Interview with WJXT](#)
fourth floor mayors office
SecretaryScheduler (OST)
- ☐ 1:50 PM – 2:00 PM Free
- ☒ 2:00 PM – 2:26 PM [Jacksonville City Hall/JAX](#)
Drive time: 16-26 minutes
- ☐ 2:26 PM – 2:30 PM Free
- ☒ 2:30 PM – 3:30 PM [office calls](#)
- ☐ 3:30 PM – 3:45 PM Free
- ☒ 3:45 PM – 5:51 PM Private Appointment
- ☐ 5:51 PM – 6:15 PM Free
- ☒ 6:15 PM – 7:40 PM Private Appointment
- ☐ 7:40 PM – 8:05 PM Free
- ☒ 8:05 PM – 8:25 PM Private Appointment
- ☐ 8:25 PM – 8:30 PM Free
- ☒ 8:30 PM – 9:00 PM [dinner](#)
- ☐ After 9:00 PM Free

Sat, Feb 9

- ☐ All Day Private Appointment
- ☐ Before 7:00 AM Free

- ☒ 7:00 AM – 12:00 PM [Office work](#)
- ☐ 12:00 PM – 12:30 PM Free
- ☒ 12:30 PM – 1:30 PM Private Appointment
- ☒ 1:30 PM – 2:00 PM Private Appointment
- ☐ 2:00 PM – 4:00 PM Free
- ☒ 4:00 PM – 4:30 PM (b) (6)
- ☐ 4:30 PM – 5:30 PM Free
- ☒ 5:30 PM – 7:30 PM Private Appointment
- ☐ After 7:30 PM Free

📅 Sun, Feb 10

- ☐ Before 7:00 AM Free
- ☒ 7:00 AM – 3:00 PM [Office Work](#)
- ☐ 3:00 PM – 4:00 PM Free
- ☒ 4:00 PM – 6:59 PM Private Appointment
- ☐ After 6:59 PM Free

📅 Mon, Feb 11

- ☐ All Day [Government on 2 hour delayed opening due to expected snow](#)
- ☐ Before 8:00 AM Free
- ☐ 8:00 AM – 10:10 AM Free
- ☒ 10:10 AM – 10:40 AM [Senior Staff](#)
SecretaryScheduler (OST)

☐	10:40 AM – 11:00 AM	Free
☒	11:00 AM – 12:15 PM	Scheduling Secretary's Office SecretaryScheduler (OST)
☐	12:15 PM – 12:30 PM	Free
☒	12:30 PM – 2:30 PM	Desk time
☐	2:30 PM – 2:40 PM	Free
☒	2:40 PM – 3:30 PM	Personnel Secretary's Office SecretaryScheduler (OST)
☐	3:30 PM – 3:50 PM	Free
☒	3:50 PM – 4:00 PM	Call with Sen. Warner Dial: (b) (6), EA's line SecretaryScheduler (OST)
☐	4:00 PM – 5:00 PM	Free
☒	5:00 PM – 5:20 PM	WH APA Update Secretary's Office SecretaryScheduler (OST)
☐	5:20 PM – 5:30 PM	Free
☒	5:30 PM – 6:00 PM	Wrap-Up Secretary's Conference Room SecretaryScheduler (OST)
☐	6:00 PM – 6:15 PM	Free
☒	6:15 PM – 6:45 PM	(b) (6) Departure Happy Hour (6pm) (b) (6) SecretaryScheduler (OST)
☐	6:45 PM – 7:00 PM	Free
☒	7:00 PM – 8:00 PM	Private Appointment
☐	After 8:00 PM	Free

🌞 Tue, Feb 12

☐	Before 8:00 AM	Free
☐	8:00 AM – 8:30 AM	Free
☒	8:30 AM – 9:00 AM	Senior Staff SecretaryScheduler (OST)
☒	9:00 AM – 10:30 AM	staff time
☐	10:30 AM – 10:45 AM	Free
☒	10:45 AM – 11:05 AM	DOT/WH
☐	11:05 AM – 11:30 AM	Free
☒	11:30 AM – 12:30 PM	Cabinet Meeting (arrive by 11am) WH
☐	12:30 PM – 1:00 PM	Free
☒	1:00 PM – 1:45 PM	Lunch with Larry Kudlow WH EDR
☒	1:45 PM – 2:15 PM	White House Initiative Lunar New Year Celebration (Event runs 1:30pm-3:40pm) EEOB – Indian Treaty Room SecretaryScheduler (OST)
☒	2:15 PM – 2:35 PM	WH/DOT
☐	2:35 PM – 3:00 PM	Free
☒	3:00 PM – 3:30 PM	Pre-Brief Secretary's Office SecretaryScheduler (OST)
☐	3:30 PM – 4:00 PM	Free
☒	4:00 PM – 5:00 PM	Document Review Secretary's Office SecretaryScheduler (OST)
☒	5:00 PM – 5:30 PM	CAFE Meeting Pre Brief Secretary's office SecretaryScheduler (OST)
☒	5:30 PM – 6:00 PM	Wrap up

☒	6:00 PM – 6:30 PM	DOT(b) (6)
☒	6:30 PM – 9:00 PM	(b) (6) SecretaryScheduler (OST)
☐	After 9:00 PM	Free

▲ **Wed, Feb 13**

☐	Before 8:00 AM	Free
☐	8:00 AM – 9:00 AM	Free
☒	9:00 AM – 11:00 AM	Desk time
☒	10:55 AM – 11:20 AM	Address National Congress of American Indians Executive Council Capitol Hilton SecretaryScheduler (OST)
☐	11:20 AM – 12:30 PM	Free
☒	12:30 PM – 1:30 PM	Lunch with Ray Washburne, Chairman OPIC Secretary's Office SecretaryScheduler (OST)
☐	1:30 PM – 2:00 PM	Free
☒	2:00 PM – 3:00 PM	PC Cafe Standards WHSR Exec SecretaryScheduler (OST)
☐	3:00 PM – 3:30 PM	Free
☒	3:30 PM – 3:45 PM	Drop by: Meeting with Frankfort Delegation Lincoln Room SecretaryScheduler (OST)
☐	3:45 PM – 4:00 PM	Free
☒	4:00 PM – 4:15 PM	Call with Jane Harman Dial: (b) (6) SecretaryScheduler (OST)

☐	4:15 PM – 4:30 PM	Free
☒	4:30 PM – 5:00 PM	Meeting with IATA Secretary's Office SecretaryScheduler (OST)
☒	5:00 PM – 5:30 PM	WH Commission Briefing Secretary's Office SecretaryScheduler (OST)
☐	5:30 PM – 5:45 PM	Free
☒	5:45 PM – 6:15 PM	Wrap-Up Secretary's Conference Room SecretaryScheduler (OST)
☐	6:15 PM – 7:00 PM	Free
☒	7:00 PM – 9:00 PM	Concordia Reception & Dinner with Colombian President Ivan Duque Marquez Metropolitan Club, 1700 H St., Northwest, Washington, D.C. SecretaryScheduler (OST)
☐	After 9:00 PM	Free

📅 Thu, Feb 14

☐	All Day	Valentine's Day United States
☐	Before 8:00 AM	Free
☐	8:00 AM – 8:30 AM	Free
☒	8:30 AM – 9:00 AM	Senior Staff SecretaryScheduler (OST)
☐	9:00 AM – 11:10 AM	Free
☒	11:10 AM – 12:00 PM	Meeting with United Airlines Secretary's Office SecretaryScheduler (OST)
☐	12:00 PM – 1:45 PM	Free

☒	1:45 PM – 2:30 PM	POTUS Policy Time - CAFE Oval Office SecretaryScheduler (OST)
☐	2:30 PM – 3:30 PM	Free
☒	3:30 PM – 4:00 PM	Meeting with Senator Capito 172 Russell Senate Office Building SecretaryScheduler (OST)
☐	4:00 PM – 4:20 PM	Free
☒	4:20 PM – 4:50 PM	Meeting with Rep. Walden 2185 Rayburn HOB SecretaryScheduler (OST)
☐	4:50 PM – 5:00 PM	Free
☐	5:00 PM – 5:30 PM	Free
☒	5:30 PM – 6:00 PM	Wrap-Up Secretary's Conference Room SecretaryScheduler (OST)
☐	6:00 PM – 6:30 PM	Free
☒	6:30 PM – 6:45 PM	Call with Gov. Cuomo Dial: (b) (6), EA line SecretaryScheduler (OST)
☐	After 6:45 PM	Free

Fri, Feb 15

☐	All Day	Private Appointment
☐	Before 8:00 AM	Free
☐	8:00 AM – 8:30 AM	Free
☒	8:30 AM – 9:00 AM	Senior Staff SecretaryScheduler (OST)
☒	9:00 AM – 9:30 AM	Staff meeting
☒	9:30 AM – 10:00 AM	Planning & Review

☒	10:00 AM – 10:30 AM	staff meeting
☒	10:30 AM – 11:00 AM	DOT/WH
☒	11:00 AM – 12:00 PM	Jones Act PC WHSR JFK Room
☐	12:00 PM – 12:10 PM	Free
☒	12:10 PM – 12:30 PM	WH/DOT
☐	12:30 PM – 1:00 PM	Free
☒	1:00 PM – 1:30 PM	staff meeting
☐	1:30 PM – 3:40 PM	Free
☒	3:40 PM – 5:35 PM	Private Appointment
☐	5:35 PM – 6:30 PM	Free
☒	6:30 PM – 9:00 PM	Private Appointment
☐	After 9:00 PM	Free

📅 Sat, Feb 16

☐	All Day	Private Appointment
☐	All Day	Private Appointment
☐	Before 7:00 AM	Free
☒	7:00 AM – 9:00 AM	Office work
☐	9:00 AM – 10:00 AM	Free
☒	10:00 AM – 10:30 AM	Private Appointment
☐	10:30 AM – 11:00 AM	Free
☒	11:00 AM – 1:30 PM	Private Appointment
☐	1:30 PM – 2:00 PM	Free
☒	2:00 PM – 3:15 PM	Residence/Lexington

- ☐ 3:15 PM – 3:45 PM Free
- ☒ 3:45 PM – 6:00 PM (b) (6)
- ☒ 6:00 PM – 6:30 PM (b) (6) [/Dinner](#)
- ☒ 6:30 PM – 8:30 PM Private Appointment
- ☐ After 8:30 PM Free

🌟 Sun, Feb 17

- ☐ All Day Private Appointment
- ☐ Before 8:00 AM Free
- ☒ 8:00 AM – 11:30 AM [Office Work](#)
- ☐ 11:30 AM – 12:00 PM Free
- ☒ 12:00 PM – 1:00 PM Private Appointment
- ☐ 1:00 PM – 2:57 PM Free
- ☒ 2:57 PM – 4:29 PM Private Appointment
- ☐ After 4:29 PM Free

🌟 Mon, Feb 18

- ☐ All Day [Senate Recess](#)
- ☒ All Day [Presidents' Day](#)
[United States](#)
- ☐ All Day (b) (6)
- ☒ 9:00 AM – 12:30 PM Private Appointment
- ☒ 1:00 PM – 3:30 PM [office work](#)

- 4:00 PM – 4:30 PM Private Appointment
- 5:15 PM – 7:15 PM [office work](#)
- 8:30 PM – 11:00 PM [office work](#)

📅 Tue, Feb 19

- ☐ All Day [Senate Recess](#)
- ☐ Before 8:00 AM Free
- ☐ 8:00 AM – 8:30 AM Free
- 8:30 AM – 9:00 AM [Senior Staff](#)
SecretaryScheduler (OST)
- ☐ 9:00 AM – 10:00 AM Free
- 10:00 AM – 10:30 AM [Jones Act Review](#)
Secretary's Conference Room
SecretaryScheduler (OST)
- ☐ 10:30 AM – 11:20 AM Free
- 11:20 AM – 12:20 PM [Meeting](#)
Secretary's Conference Room
SecretaryScheduler (OST)
- ☐ 12:20 PM – 12:30 PM Free
- 12:30 PM – 1:30 PM [Lunch with Nicholas Lardy - Senior Fellow, Peterson Institute](#)
Secretary's Office
SecretaryScheduler (OST)
- ☐ 1:30 PM – 2:00 PM Free
- 2:00 PM – 2:45 PM [Personnel](#)
Secretary's Office
SecretaryScheduler (OST)
- ☐ 2:45 PM – 3:30 PM Free
- 3:30 PM – 3:45 PM Private Appointment

■ 3:45 PM – 4:15 PM [Meeting with S2](#)
Secretary's Office
SecretaryScheduler (OST)

□ 4:15 PM – 5:00 PM Free

□ 5:00 PM – 5:30 PM Free

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

□ After 6:00 PM Free

📌 Wed, Feb 20

□ All Day [Senate Recess](#)

■ All Day [Government closed due to snow](#)

□ All Day (b) (6)

■ 10:00 AM – 10:30 AM [Scheduling](#)
Secretary's Office
SecretaryScheduler (OST)

■ 10:30 AM – 11:00 AM [International Travel Update](#)
Secretary's Conference Room
SecretaryScheduler (OST)

■ 11:30 AM – 12:15 PM [FMCSA Administrator Quarterly Meeting](#)
Secretary's Office
SecretaryScheduler (OST)

■ 12:30 PM – 1:30 PM [Lunch with Schuyler Schouten](#)
Secretary's Office
SecretaryScheduler (OST)

■ 2:00 PM – 3:00 PM [Dereg Briefing and Spring Regulatory Agenda Meeting](#)
Secretary's Conference Room
SecretaryScheduler (OST)

■ 3:30 PM – 4:15 PM [FRA Administrator Quarterly Meeting](#)
Secretary's Office
SecretaryScheduler (OST)

☐ 6:30 PM – 8:30 PM [FAA MAC Dinner](#)
iRicchi Restaurant, 1220 19th St. NW, Washington, D.C.
20036
SecretaryScheduler (OST)

▲ **Thu, Feb 21**

☐ All Day [Senate Recess](#)

☒ All Day [USG - liberal leave due to weather](#)

☒ 11:30 AM – 12:00 PM [Open Skies Briefing](#)
Secretary's Conference Room
SecretaryScheduler (OST)

☒ 12:30 PM – 2:00 PM [Lunch with Surface Transportation Board](#)
Secretary's Conference Room
SecretaryScheduler (OST)

☒ 2:15 PM – 2:30 PM Private Appointment

☒ 2:30 PM – 3:00 PM [International Travel Update](#)
Secretary's Conference Room
SecretaryScheduler (OST)

☒ 3:15 PM – 3:25 PM [Call with Gov. Eric Holcomb \(Indiana\)](#)
We dial: (b) (6)
SecretaryScheduler (OST)

☒ 3:30 PM – 3:40 PM [Call with Gov. Tony Evers \(Wisconsin\)](#)
We call: (b) (6)
SecretaryScheduler (OST)

☒ 5:15 PM – 6:30 PM [WH National African American History Month Reception with POTUS \(5-7pm\)](#)
WH

☒ 7:00 PM – 8:30 PM [Restaurant](#)

▲ **Fri, Feb 22**

☐ All Day [Senate Recess](#)

☐	Before 8:00 AM	Free
☐	8:00 AM – 8:30 AM	Free
☒	8:30 AM – 9:00 AM	Senior Staff SecretaryScheduler (OST)
☒	9:00 AM – 10:00 AM	staff meetings
☒	10:00 AM – 10:30 AM	NC Staff Training Follow up Secretary's Conference Room SecretaryScheduler (OST)
☒	10:30 AM – 12:30 PM	Meetings with Staff
☒	12:30 PM – 1:30 PM	lunch cafeteria
☐	1:30 PM – 2:00 PM	Free
☒	2:00 PM – 3:00 PM	Meeting with AIA Secretary's Office SecretaryScheduler (OST)
☐	3:00 PM – 3:10 PM	Free
☒	3:10 PM – 3:20 PM	Call with Gov. Mark Gordon (Wyoming) Dial: (b) (6), Governor's General Counsel, Betsy Anderson will help connect SecretaryScheduler (OST)
☐	3:20 PM – 3:30 PM	Free
☒	3:30 PM – 4:00 PM	Meeting Secretary's Conference Room SecretaryScheduler (OST)
☒	4:00 PM – 5:00 PM	Planning & Review
☒	5:00 PM – 5:30 PM	Meeting with S2 Secretary's Office SecretaryScheduler (OST)
☒	5:30 PM – 6:00 PM	Wrap-Up Secretary's Conference Room SecretaryScheduler (OST)
☒	6:00 PM – 7:00 PM	Desk time

- ☒ 7:00 PM – 8:30 PM [Planning outlook](#)
Secretary's Office
SecretaryScheduler (OST)
 - ☒ 8:30 PM – 10:00 PM [Discussion and Review](#)
Secretary's Office
SecretaryScheduler (OST)
 - ☐ **After 10:00 PM** **Free**
-

📅 Sat, Feb 23

- ☐ **Before 4:30 PM** **Free**
 - ☒ 4:30 PM – 5:00 PM Private Appointment
 - ☐ **5:00 PM – 6:00 PM** **Free**
 - ☒ 6:00 PM – 6:10 PM Private Appointment
 - ☐ **6:10 PM – 7:30 PM** **Free**
 - ☒ 7:30 PM – 10:30 PM Private Appointment
 - ☐ **After 10:30 PM** **Free**
-

📅 Sun, Feb 24

- ☐ All Day Private Appointment
- ☐ **Before 7:00 AM** **Free**
- ☒ 7:00 AM – 11:30 AM [Office Work](#)
- ☐ **11:30 AM – 12:00 PM** **Free**
- ☒ 12:00 PM – 12:45 PM Private Appointment
- ☐ **12:45 PM – 3:00 PM** **Free**
- ☒ 3:00 PM – 3:15 PM Private Appointment

☐	3:15 PM – 4:00 PM	Free
☒	4:00 PM – 4:30 PM	Private Appointment
☐	4:30 PM – 5:40 PM	Free
☒	5:40 PM – 5:51 PM	Private Appointment
☐	5:51 PM – 6:00 PM	Free
☒	6:00 PM – 6:20 PM	Private Appointment
☒	6:20 PM – 9:50 PM	WH National Governor's Association Dinner The White House SecretaryScheduler (OST)
☐	After 9:50 PM	Free

📅 Mon, Feb 25

☐	Before 8:00 AM	Free
☐	8:00 AM – 9:15 AM	Free
☒	9:15 AM – 9:45 AM	Private Appointment
☐	9:45 AM – 10:10 AM	Free
☒	10:10 AM – 10:55 AM	Breakout Section #1 - TRADE Room 126, EEOB SecretaryScheduler (OST)
☒	10:55 AM – 11:45 AM	Breakout Session Round II White House - State Floor
☐	11:45 AM – 12:00 PM	Free
☒	12:00 PM – 12:45 PM	Lunch with Gov. Matt Bevin EDR2
☐	12:45 PM – 1:00 PM	Free
☒	1:00 PM – 1:15 PM	Meeting with Gov. Ron DeSantis (FL) EEOB 226 SecretaryScheduler (OST)

- 1:15 PM – 1:30 PM [Meeting with Gov. David Ige \(HI\)](#)
EEOB 226
SecretaryScheduler (OST)
- 1:30 PM – 2:30 PM **Free**
- 2:30 PM – 3:15 PM [Budget Briefing](#)
Secretary's Conference Room
SecretaryScheduler (OST)
- 3:15 PM – 4:15 PM [Personnel](#)
Secretary's Office
SecretaryScheduler (OST)
- 4:15 PM – 5:00 PM [APA Meeting](#)
Secretary's Conference Room
SecretaryScheduler (OST)
- 5:00 PM – 5:15 PM [Call with Atlas Air](#)
Dial: (b) (6), Bill's cell
SecretaryScheduler (OST)
- 5:15 PM – 5:30 PM **Free**
- 5:30 PM – 6:00 PM [Wrap-Up](#)
Secretary's Conference Room
SecretaryScheduler (OST)
- 5:55 PM – 6:15 PM [S2](#)
- 6:15 PM – 7:00 PM [Scheduling](#)
Secretary's Office
SecretaryScheduler (OST)
- 7:00 PM – 8:00 PM Private Appointment
- **After 8:00 PM** **Free**

📅 Tue, Feb 26

- **Before 8:00 AM** **Free**
- **8:00 AM – 8:30 AM** **Free**
- 8:30 AM – 9:00 AM [Senior Staff](#)
SecretaryScheduler (OST)

☐	9:00 AM – 9:30 AM	Free
☒	9:30 AM – 10:00 AM	Weekly Modal Administrator's Meeting ConfRm-HQ-Lincoln Room (OST) SecretaryScheduler (OST)
☐	10:00 AM – 10:55 AM	Free
☒	10:55 AM – 11:45 AM	Hoover's Winter Board Meeting Remarks Crystal Room (Street Level), Willard Hotel, 1401 Pennsylvania Ave NW, Washington, DC 20004 SecretaryScheduler (OST)
☐	11:45 AM – 12:00 PM	Free
☒	12:00 PM – 12:45 PM	Hoover's Winter Board Meeting Luncheon (12 lunch, lunch FBI panel at 12:45pm, 1:30 lunch & panel conclude) Willard Hotel, 1401 Pennsylvania Ave NW, Washington, DC 20004 SecretaryScheduler (OST)
☐	12:45 PM – 1:30 PM	Free
☒	1:30 PM – 2:00 PM	Meeting with Rep. Granger 1026 Longworth SecretaryScheduler (OST)
☐	2:00 PM – 3:00 PM	Free
☒	3:00 PM – 3:30 PM	Monica SecretaryScheduler (OST)
☐	3:30 PM – 4:00 PM	Free
☒	4:00 PM – 4:15 PM	Call with Sen. Merkley Dial: (b) (6), Carly's desk SecretaryScheduler (OST)
☐	4:15 PM – 4:30 PM	Free
☒	4:30 PM – 5:00 PM	ATR Briefing Secretary's Office SecretaryScheduler (OST)
☐	5:00 PM – 5:30 PM	Free
☒	5:30 PM – 6:00 PM	Wrap-Up Secretary's Conference Room SecretaryScheduler (OST)

- ☐ 6:00 PM – 7:00 PM Free
- ☒ 7:00 PM – 8:00 PM Private Appointment
- ☐ After 8:00 PM Free

📅 Wed, Feb 27

- ☐ Before 8:00 AM Free
- ☐ 8:00 AM – 8:15 AM Free
- ☒ 8:15 AM – 9:15 AM [Breakfast with Rep. Neal, Ivanka, & Larry Kudlow](#)
Bistros Bis 15 E St, NW
SecretaryScheduler (OST)
- ☐ 9:15 AM – 10:10 AM Free
- ☒ 10:10 AM – 10:25 AM [Depart en route to ATR](#)
- ☒ 10:25 AM – 11:00 AM [ATR Meeting](#)
ATR, 722 12th ST NW, Suite 400, Washington DC 20005
SecretaryScheduler (OST)
- ☒ 11:00 AM – 11:15 AM [ATR/Wash. Court](#)
- ☒ 11:15 AM – 11:55 AM [Meeting with AASHTO CEOs](#)
Washington Court Hotel, 525 NJ Ave NW, Washington
DC 20001
SecretaryScheduler (OST)
- ☒ 11:55 AM – 12:55 PM [AASHTO Keynote & lunch](#)
Washington Court Hotel, 525 NJ Ave NW, Washington
DC 20001
SecretaryScheduler (OST)
- ☐ 12:55 PM – 1:45 PM Free
- ☒ 1:45 PM – 2:30 PM [Meeting with Cong McMorris Rodgers](#)
1035 Longworth House Office Building
SecretaryScheduler (OST)
- ☐ 2:30 PM – 3:00 PM Free

- ☒ 3:00 PM – 3:30 PM [Treasury Bulletin Briefing](#)
Secretary's office
SecretaryScheduler (OST)
- ☐ 3:30 PM – 4:00 PM Free
- ☒ 4:00 PM – 4:30 PM [FAA Info Meeting](#)
Secretary's Conference Room
SecretaryScheduler (OST)
- ☐ 4:30 PM – 4:45 PM Free
- ☒ 4:45 PM – 5:00 PM Private Appointment
- ☐ 5:00 PM – 5:30 PM Free
- ☒ 5:30 PM – 6:00 PM [Wrap-Up](#)
Secretary's Conference Room
SecretaryScheduler (OST)
- ☐ 6:00 PM – 6:30 PM Free
- ☒ 6:30 PM – 7:00 PM [ETD DOT](#) (b) (6)
- ☒ 7:00 PM – 8:00 PM (b) (6)

SecretaryScheduler (OST)
- ☐ After 8:00 PM Free

▲ Thu, Feb 28

- ☐ Before 8:00 AM Free
- ☐ 8:00 AM – 8:30 AM Free
- ☒ 8:30 AM – 9:00 AM [Senior Staff](#)
SecretaryScheduler (OST)
- ☐ 9:00 AM – 9:30 AM Free
- ☒ 9:30 AM – 10:00 AM [DOT/Gaylord](#)
- ☐ 10:00 AM – 10:55 AM Free

- 10:55 AM – 11:30 AM [CPAC Remarks](#)
Gaylord, National Harbor, MD
SecretaryScheduler (OST)
- 11:30 AM – 12:00 PM [Gaylord/DOT](#)
- 12:00 PM – 1:55 PM **Free**
- 1:55 PM – 3:00 PM [2019 African American Heritage Month Opening Program Celebration](#)
West Atrium
SecretaryScheduler (OST)
- 3:00 PM – 4:00 PM **Free**
- 4:00 PM – 4:30 PM [Innovation Summit Brief](#)
Secretary's Office
SecretaryScheduler (OST)
- 4:30 PM – 5:00 PM **Free**
- 5:00 PM – 5:15 PM [Call with Sen. Cassidy](#)
Dial: (b) (6)
SecretaryScheduler (OST)
- 5:15 PM – 5:30 PM **Free**
- 5:30 PM – 6:00 PM [Wrap-Up](#)
Secretary's Conference Room
SecretaryScheduler (OST)
- **After 6:00 PM** **Free**

Details

Friday, February 1, 2019



Time 8:30 AM – 9:00 AM

Subject Senior Staff

Recurrence Occurs every Monday, Tuesday, Thursday, and Friday effective 2/1/2019 until 2/28/2019 from 8:30 AM to 9:00 AM

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Genero, Laura (OST) <Laura.Genero@dot.gov>	Optional
	Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Optional
	Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Optional
	Deputy Scheduler <DeputyScheduler@dot.gov>	Optional
	Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>	Optional
	Kan, Derek (OST) <derek.kan@dot.gov>	Optional
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
	Sturges, Matt (OST) <Matt.Sturges@dot.gov>	Required
	McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
	Post, Andy (OST) <Andy.Post@dot.gov>	Required
	Furman, Jon (OST) <jon.furman@dot.gov>	Required
	Kramer, John (OST) <John.Kramer@dot.gov>	Required



Time 10:15 AM – 12:30 PM

Subject Review office materials

Show Time As Busy



Time 4:00 PM – 4:30 PM

Subject Wrap-Up

Location Secretary's Conference Room

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	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
	Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>	Required
	Kramer, John (OST) <John.Kramer@dot.gov>	Required
	McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
	Bedell, Anthony (OST) <anthony.bedell@dot.gov>	Required
	Deputy Scheduler <DeputyScheduler@dot.gov>	Required

Fulton, Finch (OST) <Finch.Fulton@dot.gov>	Required
Post, Andy (OST) <Andy.Post@dot.gov>	Required
Sturges, Matt (OST) <Matt.Sturges@dot.gov>	Required
Tamara Somerville <Tamara.somerville@dot.gov>	Required
Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required

Saturday, February 2, 2019

▲ **Time** All Day

Subject Groundhog Day

Location United States

Show Time As Free

Categories Holiday

▲ **Time** 7:00 AM – 12:00 PM

Subject Office work

Recurrence Occurs every Saturday effective 2/2/2019 until 2/23/2019 from 7:00 AM to 12:00 PM

Show Time As Busy

Sunday, February 3, 2019

▲ **Time** 12:00 AM – 12:30 AM

Subject 6

Show Time As Busy

▲ **Time** 7:00 AM – 3:00 PM

Subject Office Work

Recurrence Occurs every Sunday effective 2/3/2019 until 2/24/2019 from 7:00 AM to 3:00 PM

Show Time As Busy

Monday, February 4, 2019

▲ **Time** 8:30 AM – 9:00 AM

Subject Senior Staff

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Kan, Derek (OST) <derek.kan@dot.gov>	Optional
	Genero, Laura (OST) <Laura.Genero@dot.gov>	Optional
	Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Optional
	Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Optional
	Deputy Scheduler <DeputyScheduler@dot.gov>	Optional
	Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>	Optional
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
	Sturges, Matt (OST) <Matt.Sturges@dot.gov>	Required
	McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required

Post, Andy (OST) <Andy.Post@dot.gov>	Required
Furman, Jon (OST) <jon.furman@dot.gov>	Required
Kramer, John (OST) <John.Kramer@dot.gov>	Required

▲ **Time** 9:00 AM – 12:30 PM

Subject Staff time

Show Time As Busy

▲ **Time** 10:00 AM – 10:30 AM

Subject Scheduling

Location Secretary's Conference Room

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Kania, Adriana (OST) <adriana.kania@dot.gov>	Required
	Edwards, Sara (OST) <sara.edwards@dot.gov>	Required
	Post, Andy (OST) <Andy.Post@dot.gov>	Optional

▲ **Time** 11:00 AM – 11:30 AM

Subject Personnel

Location Secretary's Office

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
Inman, Todd (OST) <todd.inman@dot.gov>	Required
Deputy Scheduler <DeputyScheduler@dot.gov>	Required
McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
Simon, Doug (OST) <doug.simon@dot.gov>	Required
Sturges, Matt (OST) <Matt.Sturges@dot.gov>	Required
Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>	Optional

	Time	12:30 PM – 1:30 PM	
	Subject	lunch	
	Location	cafeteria	
	Show Time As	Busy	
	Attendees	Name <E-mail>	Attendance
		SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
		Inman, Todd (OST) <todd.inman@dot.gov>	Required
		Laura Genero <laura.genero@dot.gov>	Required

	Time	1:30 PM – 4:00 PM
	Subject	Staff time

Show Time As Busy



Time 2:00 PM – 2:30 PM

Subject Media Briefing

Location Secretary's Office

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Sturges, Matt (OST) <Matt.Sturges@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Tamara Somerville <Tamara.somerville@dot.gov>	Required
	Post, Andy (OST) <Andy.Post@dot.gov>	Required
	Laura Genero <laura.genero@dot.gov>	Required



Time 3:00 PM – 3:30 PM

Subject Pre brief: Hill Meetings

Location Secretary's Office

Show Time As Busy

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

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

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

▲ **Time** 4:00 PM – 4:30 PM

Subject Interview John Brennan - FTA C.C.

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** 4:30 PM – 5:30 PM

Subject desk time

Show Time As Busy

▲ **Time** 5:30 PM – 6:00 PM

Subject Wrap-Up

Location Secretary's Conference Room

Recurrence Occurs every Monday, Tuesday, Wednesday, Thursday, and Friday effective 2/1/2019 until 2/28/2019 from 5:30 PM to 6:00 PM

Show Time As Busy

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

Furman, Jon (OST) <jon.furman@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
Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>	Required
Kramer, John (OST) <John.Kramer@dot.gov>	Required
McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
Bedell, Anthony (OST) <anthony.bedell@dot.gov>	Required
Deputy Scheduler <DeputyScheduler@dot.gov>	Required
Fulton, Finch (OST) <Finch.Fulton@dot.gov>	Required
Post, Andy (OST) <Andy.Post@dot.gov>	Required
Sturges, Matt (OST) <Matt.Sturges@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required
Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required

Tuesday, February 5, 2019



Time All Day

Subject Lunar New Year

Show Time As Free



Time 8:30 AM – 9:00 AM

Subject Senior Staff

Recurrence Occurs every Monday, Tuesday, Thursday, and Friday effective 2/1/2019 until 2/28/2019 from 8:30 AM to 9:00 AM

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Genero, Laura (OST) <Laura.Genero@dot.gov>	Optional
	Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Optional
	Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Optional
	Deputy Scheduler <DeputyScheduler@dot.gov>	Optional
	Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>	Optional
	Kan, Derek (OST) <derek.kan@dot.gov>	Optional
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
	Sturges, Matt (OST) <Matt.Sturges@dot.gov>	Required
	McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required

Post, Andy (OST) <Andy.Post@dot.gov>	Required
Furman, Jon (OST) <jon.furman@dot.gov>	Required
Kramer, John (OST) <John.Kramer@dot.gov>	Required

▲ **Time** 1:30 PM – 2:00 PM

Subject Meeting with Sen. Carper

Location S-107, Senator's Hideaway

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
	Smith, Geoff (OST) (geoff.smith@dot.gov) <geoff.smith@dot.gov>	Required

▲ **Time** 2:15 PM – 2:45 PM

Subject Meeting with Sen. Wicker

Location Dirksen 555

Show Time As Busy

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

Smith, Geoff (OST) (geoff.smith@dot.gov)
<geoff.smith@dot.gov>

Required



Time 3:00 PM – 3:30 PM

Subject Meeting with Sen. Barrasso

Location Dirksen 307

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
	Smith, Geoff (OST) (geoff.smith@dot.gov) <geoff.smith@dot.gov>	Required



Time 3:50 PM – 4:20 PM

Subject Meeting with Rep. DeFazio

Location 2134 Rayburn

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
	Smith, Geoff (OST) (geoff.smith@dot.gov) <geoff.smith@dot.gov>	Required



Time 5:30 PM – 6:00 PM

Subject Wrap-Up

Location Secretary's Conference Room

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	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
	Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>	Required
	Kramer, John (OST) <John.Kramer@dot.gov>	Required
	McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
	Bedell, Anthony (OST) <anthony.bedell@dot.gov>	Required
	Deputy Scheduler <DeputyScheduler@dot.gov>	Required
	Fulton, Finch (OST) <Finch.Fulton@dot.gov>	Required

Post, Andy (OST) <Andy.Post@dot.gov>

Required

Sturges, Matt (OST) <Matt.Sturges@dot.gov>

Required

▲ **Time** 8:00 PM – 9:00 PM

Subject Hold - Movement to House of Representatives - House Leader's office pre-position Cabinet

Show Time As Busy

Categories Important

▲ **Time** 9:00 PM – 10:00 PM

Subject SOTU

Location House of Representatives, U. S. Capitol

Show Time As Busy

Categories Important

Wednesday, February 6, 2019

▲ **Time** All Day

Subject (b) (6)

Recurrence Occurs every February 6 effective 2/6/2019 until 2/6/2019

Show Time As Free

▲ **Time** 11:30 AM – 12:15 PM

Subject Swearing-in Ceremony

Location Media Center

Show Time As Busy

Categories Speech

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

SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
Burnett, Douglas (MARAD) <Douglas.Burnett@dot.gov>	Required
Worthy, Sharon (OST) <sharon.worthy@dot.gov>	Required
Simpson, Joan (OST) <Joan.Simpson@dot.gov>	Required
Morrison, Jonathan (NHTSA) <Jonathan.Morrison@dot.gov>	Required
ConfRm-HQ-Lincoln Room (OST) <Lincoln.Room@dot.gov>	Resource
Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
Gautreaux, Cathy F. (NHTSA) <cathy.gautreaux@dot.gov>	Required
Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>	Required
Deputy Scheduler <DeputyScheduler@dot.gov>	Required
Elliott, Skip (PHMSA) <howard.elliott@dot.gov>	Required
Fulton, Finch (OST) <Finch.Fulton@dot.gov>	Required
Morgan, Owen (OST) <owen.morgan@dot.gov>	Required
Buzby, Mark (MARAD) <mark.buzby@dot.gov>	Required
Cote, Ryan (OST) <ryan.cote@dot.gov>	Required

Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
Pearce, Drue (PHMSA) <drue.pearce@dot.gov>	Required
Barnard, Brian (NHTSA) <brian.barnard@dot.gov>	Required
Simon, Doug (OST) <doug.simon@dot.gov>	Required
Arjun.Garg@faa.gov <Arjun.Garg@faa.gov>	Required
Post, Andy (OST) <Andy.Post@dot.gov>	Required
Smith, Geoff (OST) (geoff.smith@dot.gov) <geoff.smith@dot.gov>	Required
Poole, Sean (OST) <sean.poole@dot.gov>	Required
Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>	Required
Media Center <MediaCenter@dot.gov>	Required
James, Charles (OST) <charles.james@dot.gov>	Required
Yonkovich, Nick (OST) <Nick.Yonkovich@dot.gov>	Required
Cote, Gregory (OST) <gregory.cote@dot.gov>	Required
Garg, Arjun (FTA) <arjun.garg@dot.gov>	Required
Nelson, Keith (OST) <keith.nelson@dot.gov>	Required
Owens, James (OST) <James.Owens@dot.gov>	Required

Williams, Jane (FTA) <k.jane.williams@dot.gov>	Required
Shaffer, Kirk <kirk.shaffer@faa.gov>	Required
Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required
Flowers, Darien <Darien.Flowers@dot.gov>	Required
Deck, Wiley (FMCSA) <wiley.deck@dot.gov>	Required
Dombrowski, Eileen (OST) <Eileen.Dombrowski@dot.gov>	Required
Morris, Willis (OST) <willis.morris@dot.gov>	Required
Bedell, Anthony (OST) <anthony.bedell@dot.gov>	Required
Conrad, Jessica (OST) <jessica.conrad@dot.gov>	Required
Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>	Required
Cipriano, Peter (FRA) <peter.cipriano@dot.gov>	Required
Photography (OST) <Photography@dot.gov>	Required
Graham, Douglas (OST) <douglas.graham@dot.gov>	Required
Mullen, Jim (FMCSA) <jim.mullen@dot.gov>	Required
Mitton, Chris (OST) <chris.mitton@dot.gov>	Required

Smith, Loren (OST) <Loren.Smith@dot.gov>	Required
McKenna, Liam (OST) <William.McKenna@dot.gov>	Required
Tse, Marina (OST) <marina.tse@dot.gov>	Required
Hendrickson, Brandye (FHWA) <Brandye.Hendrickson@dot.gov>	Required
Wilkinson, James (OST) <james.wilkinson@dot.gov>	Required
Lillie, Mark (FHWA) <Mark.Lillie@dot.gov>	Required
DOT-Political-Appointees <(b) (6)>	Required
Philip Newman <Philip.Newman@faa.gov>	Required
Short, David (OST) <david.short@dot.gov>	Required
Sylvester, Marco (OST) <marco.sylvester@dot.gov>	Required
Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
Plans, Barry (OST) <barry.plans@dot.gov>	Required
Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>	Optional
Lestingi, Michael (FRA) <michael.lestingi@dot.gov>	Optional
Barr, Barbara (FRA) <Barbara.Barr@dot.gov>	Optional
Kania, Adriana (OST) <adriana.kania@dot.gov>	Optional

Burleson, Carl <AWA> <carl.burleson@faa.gov>	Optional
Wang, Tim (OST) <tim.wang@dot.gov>	Optional
Poirot, Alexander (OST) <alexander.poirot@dot.gov>	Optional
Murray, Peter (OST) <peter.murray@dot.gov>	Optional
Russo, Michael D (PHMSA) <michael.d.russo@dot.gov>	Optional



Time 12:30 PM – 1:15 PM

Subject Lunch with Sec. Mineta & Mrs. Mineta

Location Secretary's Conference Room

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Guynn, Michelle (OST) <Michelle.D.Guynn@dot.gov>	Required
	Tucker, Deva (OST) <Deva.Tucker@dot.gov>	Required
	Kan, Derek (OST) <derek.kan@dot.gov>	Required
	Laura Genero <laura.genero@dot.gov>	Required
	Szabat, Joel (MARAD) (Joel.Szabat@dot.gov) <Joel.Szabat@dot.gov>	Required



Time 1:30 PM – 2:00 PM

Subject meeting

Location Secretary's Office

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>	Required



Time 2:25 PM – 2:42 PM

Subject PTC Collaboration Session # 1

Location Oklahoma Room - DOT

Show Time As Busy

Categories Speech

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>	Required
	Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
	Graham, Douglas (OST) <douglas.graham@dot.gov>	Required
	Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>	Required
	Batory, Ronald (FRA) <ronald.batory@dot.gov>	Required
	Andy Post - Department of Transportation - OST (Andrew.Post@dot.gov) <Andrew.Post@dot.gov >	Required
	Koehlke, Alex <Alex.Koehlke@dot.gov>	Required

Stephen Bradford (stephen.bradford@dot.gov) <stephen.bradford@dot.gov>	Required
Wilkinson, James (OST) <james.wilkinson@dot.gov>	Required
Bradley, Perrin (FRA) <perrin.bradley@dot.gov>	Optional
Wang, Tim (OST) <tim.wang@dot.gov>	Optional

▲ **Time** 3:15 PM – 3:30 PM

Subject Pre-Call Discussion

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

▲ **Time** 3:30 PM – 3:45 PM

Subject Call with Sen. Wyden

Location Dial (b) (6), Montana's desk

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
Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required



Time 4:00 PM – 4:30 PM

Subject Meeting with International Paper

Location Secretary Chao's Office

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Sturges, Matt (OST) <Matt.Sturges@dot.gov>	Required
	Cipriano, Peter (FRA) <peter.cipriano@dot.gov>	Optional
	Kania, Adriana (OST) <adriana.kania@dot.gov>	Required
	McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
	Hendrickson, Brandye (FHWA) <Brandye.Hendrickson@dot.gov>	Required



Time 5:00 PM – 5:30 PM

Subject NC Staff Training Update

Location Secretary's Conference Room

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
Flowers, Darien <Darien.Flowers@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required
Sturges, Matt (OST) <Matt.Sturges@dot.gov>	Required
McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
Morris, Willis (OST) <willis.morris@dot.gov>	Required
Laura Genero <laura.genero@dot.gov>	Required
Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>	Required



Time 5:30 PM – 6:00 PM

Subject Wrap-Up

Location Secretary's Conference Room

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	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
Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>	Required
Kramer, John (OST) <John.Kramer@dot.gov>	Required
McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
Bedell, Anthony (OST) <anthony.bedell@dot.gov>	Required
Deputy Scheduler <DeputyScheduler@dot.gov>	Required
Fulton, Finch (OST) <Finch.Fulton@dot.gov>	Required
Post, Andy (OST) <Andy.Post@dot.gov>	Required
Sturges, Matt (OST) <Matt.Sturges@dot.gov>	Required
Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required

▲ **Time** 5:45 PM – 6:00 PM

Subject ETD DOT/Reception

Show Time As Busy

▲ **Time** 6:00 PM – 6:45 PM

Subject Secretary Skinner Reception

Location FTI Consulting – 325 Seventh Street, NW Suite 400 Washington, DC 20004

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Smith, Geoff (OST) <geoff.smith@dot.gov>	Required

Thursday, February 7, 2019

▲ **Time** 8:30 AM – 9:00 AM

Subject Senior Staff

Recurrence Occurs every Monday, Tuesday, Thursday, and Friday effective 2/1/2019 until 2/28/2019 from 8:30 AM to 9:00 AM

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Genero, Laura (OST) <Laura.Genero@dot.gov>	Optional
	Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Optional
	Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Optional
	Deputy Scheduler <DeputyScheduler@dot.gov>	Optional
	Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>	Optional

Kan, Derek (OST) <derek.kan@dot.gov>	Optional
Inman, Todd (OST) <todd.inman@dot.gov>	Required
Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
Sturges, Matt (OST) <Matt.Sturges@dot.gov>	Required
McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
Post, Andy (OST) <Andy.Post@dot.gov>	Required
Furman, Jon (OST) <jon.furman@dot.gov>	Required
Kramer, John (OST) <John.Kramer@dot.gov>	Required



Time 9:30 AM – 10:15 AM

Subject Event Pre Brief

Location Secretary's Conference Room

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Edwards, Sara (OST) <sara.edwards@dot.gov>	Required
	Martin, Gregory <AWA> <gregory.martin@faa.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Genero, Laura (OST) <Laura.Genero@dot.gov>	Required

Wilkinson, James (OST) <james.wilkinson@dot.gov>	Required
Furman, Jon (OST) <jon.furman@dot.gov>	Required
Tucker, Deva (OST) <Deva.Tucker@dot.gov>	Required
Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required
Graham, Douglas (OST) <douglas.graham@dot.gov>	Required
Post, Andy (OST) <Andy.Post@dot.gov>	Required
Deputy Scheduler <DeputyScheduler@dot.gov>	Required

▲ **Time** 10:15 AM – 12:45 PM

Subject planning & Review

Show Time As Busy

▲ **Time** 1:00 PM – 2:00 PM

Subject Desk time

Show Time As Busy

▲ **Time** 2:00 PM – 2:10 PM

Subject Meeting with Richard Branson & Senior Staff (1:45pm-2:10)

Location Media Center

Show Time As Busy

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

Organizer



Time 2:10 PM – 2:30 PM

Subject Virgin Galactic Briefing

Location Media Center

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Sturges, Matt (OST) <Matt.Sturges@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
	Wilkinson, James (OST) <james.wilkinson@dot.gov>	Required
	Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>	Required
	Wayne.R.Monteith@faa.gov <Wayne.R.Monteith@faa.gov>	Required
	Kan, Derek (OST) <derek.kan@dot.gov>	Required
	Edwards, Sara (OST) <sara.edwards@dot.gov>	Required



Time 2:30 PM – 3:20 PM

Subject Commercial Astronaut Wings Ceremony

Location DOT Atrium

Show Time As Busy

Categories Speech

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Edwards, Bailey <AWA> <Bailey.Edwards@faa.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>	Required
	Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
	Graham, Douglas (OST) <douglas.graham@dot.gov>	Required
	Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>	Required
	Andy Post - Department of Transportation - OST (Andrew.Post@dot.gov) <Andrew.Post@dot.gov >	Required
	Koehlke, Alex <Alex.Koehlke@dot.gov>	Required
	Stephen Bradford (stephen.bradford@dot.gov) <stephen.bradford@dot.gov>	Required
	Wilkinson, James (OST) <james.wilkinson@dot.gov>	Required
	Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
	Post, Andy (OST) <Andy.Post@dot.gov>	Required
	Amereihn, Tina <AWA> <tina.amereihn@faa.gov>	Required

Adams, Marcia <AWA> <marcia.adams@faa.gov>	Optional
Deputy Scheduler <DeputyScheduler@dot.gov>	Optional
Price, Hank <AWA> <hank.price@faa.gov>	Optional
Burleson, Carl <AWA> <carl.burleson@faa.gov>	Optional
Shiffer, Jeannie <AWA> <jeannie.shiffer@faa.gov>	Optional



Time 3:45 PM – 4:00 PM

Subject NC Staff Training Follow up

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
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Flowers, Darien <Darien.Flowers@dot.gov>	Required
	Genero, Laura (OST) <Laura.Genero@dot.gov>	Required



Time 4:30 PM – 5:00 PM

Subject Oversight Review & Response Process

Location Secretary's Conference Room

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Sturges, Matt (OST) <Matt.Sturges@dot.gov>	Required
	Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
	Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Bedell, Anthony (OST) <anthony.bedell@dot.gov>	Required
	Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
	Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov>	Required
	Deputy Scheduler <DeputyScheduler@dot.gov>	Required
	McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
	McKenna, Liam (OST) <Liam.McKenna@dot.gov>	Required
	Conrad, Jessica (OST) <jessica.conrad@dot.gov>	Required



Time 5:30 PM – 6:00 PM

Subject Wrap-Up

Location Secretary's Conference Room

Recurrence Occurs every Monday, Tuesday, Wednesday, Thursday, and Friday
effective 2/1/2019 until 2/28/2019 from 5:30 PM to 6:00 PM

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Furman, Jon (OST) <jon.furman@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
	Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>	Required
	Kramer, John (OST) <John.Kramer@dot.gov>	Required
	McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
	Bedell, Anthony (OST) <anthony.bedell@dot.gov>	Required
	Deputy Scheduler <DeputyScheduler@dot.gov>	Required
	Fulton, Finch (OST) <Finch.Fulton@dot.gov>	Required
	Post, Andy (OST) <Andy.Post@dot.gov>	Required
	Sturges, Matt (OST) <Matt.Sturges@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required



Time 8:30 PM – 9:00 PM

Subject (b) (6)

Location (b) (6)

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Smith, Geoff (OST) (geoff.smith@dot.gov) <geoff.smith@dot.gov>	Required
	Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required

Friday, February 8, 2019



Time 8:30 AM – 9:00 AM

Subject Senior Staff

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Sturges, Matt (OST) <Matt.Sturges@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Post, Andy (OST) <Andy.Post@dot.gov>	Required
	McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required

Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
Tucker, Deva (OST) <Deva.Tucker@dot.gov>	Required
Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
Kramer, John (OST) <John.Kramer@dot.gov>	Required
Deputy Scheduler <DeputyScheduler@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required



Time 9:59 AM – 12:06 PM

Subject DCA/JAX

Show Time As Busy

Categories Travel

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



Time 12:15 PM – 12:30 PM

Subject JAX/Jacksonville City Hall

Location Drive time: 14-26 minutes

Show Time As Busy



Time 1:00 PM – 1:35 PM

Subject Jacksonville, Florida BUILD Announcement

Location Jacksonville City Hall at St. James, 117 W Duval Street, Jacksonville, FL 32202

Show Time As Busy

Categories Speech

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Laura Genero <laura.genero@dot.gov>	Required
	Tamara Somerville <Tamara.somerville@dot.gov>	Required
	Douglas Graham <Douglas.graham@dot.gov>	Required
	Matt Carrothers <matt.carrothers@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Furman, Jon (OST) <jon.furman@dot.gov>	Required
	Cameron Morabito (OST) (cameron.morabito@dot.gov) <cameron.morabito@dot.gov>	Required



Time 1:40 PM – 1:50 PM

Subject Interview with WJXT

Location fourth floor mayors office

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Post, Andy (OST) <Andy.Post@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Cameron Morabito (OST) (cameron.morabito@dot.gov) <cameron.morabito@dot.gov>	Required
	Furman, Jon (OST) (jon.furman@dot.gov) <jon.furman@dot.gov>	Required

▲ **Time** 2:00 PM – 2:26 PM

Subject Jacksonville City Hall/JAX

Location Drive time: 16-26 minutes

Show Time As Busy

▲ **Time** 2:30 PM – 3:30 PM

Subject office calls

Show Time As Busy

▲ **Time** 8:30 PM – 9:00 PM

Subject dinner

Show Time As Busy

Saturday, February 9, 2019

▲ **Time** 7:00 AM – 12:00 PM

Subject Office work

Recurrence Occurs every Saturday effective 2/2/2019 until 2/23/2019 from 7:00 AM to 12:00 PM

Show Time As Busy

▲ **Time** 4:00 PM – 4:30 PM

Subject (b) (6)

Location (b) (6)

Show Time As Busy

Sunday, February 10, 2019

▲ **Time** 7:00 AM – 3:00 PM

Subject Office Work

Recurrence Occurs every Sunday effective 2/3/2019 until 2/24/2019 from 7:00 AM to 3:00 PM

Show Time As Busy

Monday, February 11, 2019

▲ **Time** All Day

Subject Government on 2 hour delayed opening due to expected snow

Show Time As Free

▲ **Time** 10:10 AM – 10:40 AM

Subject Senior Staff

Show Time As Busy

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

Genero, Laura (OST) <Laura.Genero@dot.gov>	Optional
Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Optional
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Optional
Deputy Scheduler <DeputyScheduler@dot.gov>	Optional
Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>	Optional
Kan, Derek (OST) <derek.kan@dot.gov>	Optional
Inman, Todd (OST) <todd.inman@dot.gov>	Required
Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
Sturges, Matt (OST) <Matt.Sturges@dot.gov>	Required
McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
Post, Andy (OST) <Andy.Post@dot.gov>	Required
Furman, Jon (OST) <jon.furman@dot.gov>	Required
Kramer, John (OST) <John.Kramer@dot.gov>	Required



Time 11:00 AM – 12:15 PM

Subject Scheduling

Location Secretary's Office

Show Time As Busy

Attendees **Name <E-mail>**

Attendance

SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
Edwards, Sara (OST) <sara.edwards@dot.gov>	Required
Kania, Adriana (OST) <adriana.kania@dot.gov>	Required
Tucker, Deva (OST) <Deva.Tucker@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required
Kuo, Monica (OST) <monica.kuo@dot.gov>	Required

▲ **Time** 12:30 PM – 2:30 PM

Subject Desk time

Show Time As Busy

▲ **Time** 2:40 PM – 3:30 PM

Subject Personnel

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

Inman, Todd (OST) <todd.inman@dot.gov>	Required
Deputy Scheduler <DeputyScheduler@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required
Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>	Optional

▲ **Time** 3:50 PM – 4:00 PM

Subject Call with Sen. Warner

Location Dial:(b) (6) EA's line

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

▲ **Time** 5:00 PM – 5:20 PM

Subject WH APA Update

Location Secretary's Office

Show Time As Busy

Attendees

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

SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
Inman, Todd (OST) <todd.inman@dot.gov>	Required
Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>	Required
Kuo, Monica (OST) <monica.kuo@dot.gov>	Required
Edwards, Sara (OST) <sara.edwards@dot.gov>	Required



Time 5:30 PM – 6:00 PM

Subject Wrap-Up

Location Secretary's Conference Room

Recurrence Occurs every Monday, Tuesday, Wednesday, Thursday, and Friday effective 2/1/2019 until 2/28/2019 from 5:30 PM to 6:00 PM

Show Time As Busy

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

Kramer, John (OST) <John.Kramer@dot.gov>	Required
McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
Bedell, Anthony (OST) <anthony.bedell@dot.gov>	Required
Deputy Scheduler <DeputyScheduler@dot.gov>	Required
Fulton, Finch (OST) <Finch.Fulton@dot.gov>	Required
Post, Andy (OST) <Andy.Post@dot.gov>	Required
Sturges, Matt (OST) <Matt.Sturges@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required
Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required



Time 6:15 PM – 6:45 PM

Subject (b) (6) Departure Happy Hour (6pm)

Location (b) (6)

Show Time As Busy

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

Tuesday, February 12, 2019



Time 8:30 AM – 9:00 AM

Subject Senior Staff

Recurrence Occurs every Monday, Tuesday, Thursday, and Friday effective 2/1/2019 until 2/28/2019 from 8:30 AM to 9:00 AM

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Genero, Laura (OST) <Laura.Genero@dot.gov>	Optional
	Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Optional
	Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Optional
	Deputy Scheduler <DeputyScheduler@dot.gov>	Optional
	Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>	Optional
	Kan, Derek (OST) <derek.kan@dot.gov>	Optional
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
	Sturges, Matt (OST) <Matt.Sturges@dot.gov>	Required
	McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
	Post, Andy (OST) <Andy.Post@dot.gov>	Required
	Furman, Jon (OST) <jon.furman@dot.gov>	Required
	Kramer, John (OST) <John.Kramer@dot.gov>	Required

▲ **Time** 9:00 AM – 10:30 AM

Subject staff time

Show Time As Busy

▲ **Time** 10:45 AM – 11:05 AM

Subject DOT/WH

Show Time As Busy

▲ **Time** 11:30 AM – 12:30 PM

Subject Cabinet Meeting (arrive by 11am)

Location WH

Show Time As Busy

Categories Important

▲ **Time** 1:00 PM – 1:45 PM

Subject Lunch with Larry Kudlow

Location WH EDR

Show Time As Busy

▲ **Time** 1:45 PM – 2:15 PM

Subject White House Initiative Lunar New Year Celebration (Event runs 1:30pm-3:40pm)

Location EEOB – Indian Treaty Room

Show Time As Busy

Categories Speech

Attendees Name <E-mail>

Attendance

SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
Kuo, Monica (OST) <monica.kuo@dot.gov>	Required
Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>	Required
Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
Graham, Douglas (OST) <douglas.graham@dot.gov>	Required
Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>	Required
Wilkinson, James (OST) <james.wilkinson@dot.gov>	Required


Time 2:15 PM – 2:35 PM
Subject WH/DOT
Show Time As Busy


Time 3:00 PM – 3:30 PM
Subject Pre-Brief
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
	Kuo, Monica (OST) <monica.kuo@dot.gov>	Required

Wang, Tim (OST) <tim.wang@dot.gov>

Required



Time 4:00 PM – 5:00 PM

Subject Document Review

Location Secretary's Office

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov>	Required
	Post, Andy (OST) <Andy.Post@dot.gov>	Required



Time 5:00 PM – 5:30 PM

Subject CAFE Meeting Pre Brief

Location Secretary's office

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	King, Heidi (NHTSA) <heidi.king@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required

Morrison, Jonathan (NHTSA) <Jonathan.Morrison@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required
Deputy Scheduler <DeputyScheduler@dot.gov>	Required
McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>	Optional

▲

Time

5:30 PM – 6:00 PM

Subject

Wrap up

Show Time As

Busy

▲

Time

6:00 PM – 6:30 PM

Subject

DOT/(b) (6)

Show Time As

Busy

▲

Time

6:30 PM – 9:00 PM

Subject

(b) (6)

Location

(b) (6)

Show Time As

Busy

Attendees

Name <E-mail>	Attendance
SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
Kuo, Monica (OST) <monica.kuo@dot.gov>	Required

Kan, Derek (OST) <derek.kan@dot.gov>	Required
Tse, Marina (OST) <marina.tse@dot.gov>	Required
Wang, Tim (OST) <tim.wang@dot.gov>	Required

Wednesday, February 13, 2019

▲ **Time** 9:00 AM – 11:00 AM

Subject Desk time

Show Time As Busy

▲ **Time** 10:55 AM – 11:20 AM

Subject Address National Congress of American Indians Executive Council

Location Captiol Hilton

Show Time As Busy

Categories Speech, Media

Attendees	Name <E-mail>	Attendance
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SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
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Bradford, Stephen (OST) <stephen.bradford@dot.gov>	Required
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Koehlke, Alex <Alex.Koehlke@dot.gov>	Required
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Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>	Required
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Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>	Required
--	----------

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

Cameron Morabito (OST) (cameron.morabito@dot.gov) Required
<cameron.morabito@dot.gov>

Bedell, Anthony (OST) <anthony.bedell@dot.gov> Required

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

Graham, Douglas (OST) <douglas.graham@dot.gov> Required

Post, Andy (OST) <Andy.Post@dot.gov> Required



Time 12:30 PM – 1:30 PM

Subject Lunch with Ray Washburne, Chairman OPIC

Location Secretary's Office

Show Time As Busy

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



Time 2:00 PM – 3:00 PM

Subject PC Cafe Standards

Location WHSR Exec

Show Time As Busy

Categories Important

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

▲ **Time** 3:30 PM – 3:45 PM

Subject Drop by: Meeting with Frankfort Delegation

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

▲ **Time** 4:00 PM – 4:15 PM

Subject Call with Jane Harman

Location Dial: (b) (6)

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** 4:30 PM – 5:00 PM

Subject Meeting with IATA

Location Secretary's Office

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>	Required
	Kania, Adriana (OST) <adriana.kania@dot.gov>	Required
	Szabat, Joel (OST) <Joel.Szabat@dot.gov>	Required
	Kan, Derek (OST) <derek.kan@dot.gov>	Required
	Sturges, Matt (OST) <Matt.Sturges@dot.gov>	Required



Time 5:00 PM – 5:30 PM

Subject WH Commission Briefing

Location Secretary's Office

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required

Kuo, Monica (OST) <monica.kuo@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required
Cote, Gregory (OST) <gregory.cote@dot.gov>	Required



Time 5:45 PM – 6:15 PM

Subject Wrap-Up

Location Secretary's Conference Room

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Furman, Jon (OST) <jon.furman@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
	Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>	Required
	Kramer, John (OST) <John.Kramer@dot.gov>	Required
	McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
	Bedell, Anthony (OST) <anthony.bedell@dot.gov>	Required

Deputy Scheduler <DeputyScheduler@dot.gov>	Required
Fulton, Finch (OST) <Finch.Fulton@dot.gov>	Required
Post, Andy (OST) <Andy.Post@dot.gov>	Required
Sturges, Matt (OST) <Matt.Sturges@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required
Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required



Time 7:00 PM – 9:00 PM

Subject Concordia Reception & Dinner with Colombian President Ivan Duque Marquez

Location Metropolitan Club, 1700 H St., Northwest, Washington, D.C.

Show Time As Busy

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

Thursday, February 14, 2019



Time All Day

Subject Valentine's Day

Location United States

Show Time As Free

Categories Holiday



Time 8:30 AM – 9:00 AM

Subject Senior Staff

Recurrence Occurs every Monday, Tuesday, Thursday, and Friday effective 2/1/2019 until 2/28/2019 from 8:30 AM to 9:00 AM

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Genero, Laura (OST) <Laura.Genero@dot.gov>	Optional
	Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Optional
	Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Optional
	Deputy Scheduler <DeputyScheduler@dot.gov>	Optional
	Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>	Optional
	Kan, Derek (OST) <derek.kan@dot.gov>	Optional
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
	Sturges, Matt (OST) <Matt.Sturges@dot.gov>	Required
	McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
	Post, Andy (OST) <Andy.Post@dot.gov>	Required

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

Kramer, John (OST) <John.Kramer@dot.gov> Required



Time 11:10 AM – 12:00 PM

Subject Meeting with United Airlines

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
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Deputy Scheduler <DeputyScheduler@dot.gov>	Required
	Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>	Required
	Szabat, Joel (OST) <Joel.Szabat@dot.gov>	Required



Time 1:45 PM – 2:30 PM

Subject POTUS Policy Time - CAFE

Location Oval Office

Show Time As Busy

Categories Important

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

Organizer



Time 3:30 PM – 4:00 PM

Subject Meeting with Senator Capito

Location 172 Russell Senate Office Building

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
	Smith, Geoff (OST) (geoff.smith@dot.gov) <geoff.smith@dot.gov>	Required
	Sturges, Matt (OST) <Matt.Sturges@dot.gov>	Required



Time 4:20 PM – 4:50 PM

Subject Meeting with Rep. Walden

Location 2185 Rayburn HOB

Show Time As Busy

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

Smith, Geoff (OST) (geoff.smith@dot.gov)
<geoff.smith@dot.gov> Required

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



Time 5:30 PM – 6:00 PM

Subject Wrap-Up

Location Secretary's Conference Room

Recurrence Occurs every Monday, Tuesday, Wednesday, Thursday, and Friday
effective 2/1/2019 until 2/28/2019 from 5:30 PM to 6:00 PM

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Furman, Jon (OST) <jon.furman@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
	Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>	Required
	Kramer, John (OST) <John.Kramer@dot.gov>	Required
	McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
	Bedell, Anthony (OST) <anthony.bedell@dot.gov>	Required

Deputy Scheduler <DeputyScheduler@dot.gov>	Required
Fulton, Finch (OST) <Finch.Fulton@dot.gov>	Required
Post, Andy (OST) <Andy.Post@dot.gov>	Required
Sturges, Matt (OST) <Matt.Sturges@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required
Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required



Time 6:30 PM – 6:45 PM

Subject Call with Gov. Cuomo

Location Dial: (b) (6), EA 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
	Bedell, Anthony (OST) <anthony.bedell@dot.gov>	Required

Friday, February 15, 2019



Time 8:30 AM – 9:00 AM

Subject Senior Staff

Recurrence Occurs every Monday, Tuesday, Thursday, and Friday effective 2/1/2019 until 2/28/2019 from 8:30 AM to 9:00 AM

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Genero, Laura (OST) <Laura.Genero@dot.gov>	Optional
	Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Optional
	Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Optional
	Deputy Scheduler <DeputyScheduler@dot.gov>	Optional
	Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>	Optional
	Kan, Derek (OST) <derek.kan@dot.gov>	Optional
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
	Sturges, Matt (OST) <Matt.Sturges@dot.gov>	Required
	McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
	Post, Andy (OST) <Andy.Post@dot.gov>	Required
	Furman, Jon (OST) <jon.furman@dot.gov>	Required
	Kramer, John (OST) <John.Kramer@dot.gov>	Required



Time 9:00 AM – 9:30 AM

Subject Staff meeting

Show Time As Busy

▲ **Time** 9:30 AM – 10:00 AM

Subject Planning & Review

Show Time As Busy

▲ **Time** 10:00 AM – 10:30 AM

Subject staff meeting

Show Time As Busy

▲ **Time** 10:30 AM – 11:00 AM

Subject DOT/WH

Show Time As Busy

▲ **Time** 11:00 AM – 12:00 PM

Subject Jones Act PC

Location WHSR JFK Room

Show Time As Busy

Categories Important

▲ **Time** 12:10 PM – 12:30 PM

Subject WH/DOT

Show Time As Busy

▲ **Time** 1:00 PM – 1:30 PM

Subject staff meeting

Show Time As Busy

Saturday, February 16, 2019

▲ **Time** 7:00 AM – 9:00 AM
Subject Office work
Show Time As Busy

▲ **Time** 2:00 PM – 3:15 PM
Subject Residence/Lexington
Show Time As Busy

▲ **Time** 3:45 PM – 6:00 PM
Subject (b) (6)
Location (b) (6)
Show Time As Busy

▲ **Time** 6:00 PM – 6:30 PM
Subject (b) (6) /Dinner
Show Time As Busy

Sunday, February 17, 2019

▲ **Time** 8:00 AM – 11:30 AM
Subject Office Work
Show Time As Busy

Monday, February 18, 2019

▲ **Time** All Day
Subject Presidents' Day
Location United States
Show Time As Busy

Categories Holiday

▲ **Time** All Day
Subject (b) (6)
Recurrence Occurs every February 18 effective 2/18/2019 until 2/18/2019
Show Time As Free
2/18/2008

▲ **Time** 2/18/2019 12:00 AM – 2/23/2019 12:00 AM
Subject Senate Recess
Show Time As Free

▲ **Time** 1:00 PM – 3:30 PM
Subject office work
Show Time As Busy

▲ **Time** 5:15 PM – 7:15 PM
Subject office work
Show Time As Busy

▲ **Time** 8:30 PM – 11:00 PM
Subject office work
Show Time As Busy

Tuesday, February 19, 2019

▲ **Time** 8:30 AM – 9:00 AM
Subject Senior Staff
Recurrence Occurs every Monday, Tuesday, Thursday, and Friday effective 2/1/2019 until 2/28/2019 from 8:30 AM to 9:00 AM

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Genero, Laura (OST) <Laura.Genero@dot.gov>	Optional
	Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Optional
	Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Optional
	Deputy Scheduler <DeputyScheduler@dot.gov>	Optional
	Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>	Optional
	Kan, Derek (OST) <derek.kan@dot.gov>	Optional
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
	Sturges, Matt (OST) <Matt.Sturges@dot.gov>	Required
	McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
	Post, Andy (OST) <Andy.Post@dot.gov>	Required
	Furman, Jon (OST) <jon.furman@dot.gov>	Required
	Kramer, John (OST) <John.Kramer@dot.gov>	Required



Time 10:00 AM – 10:30 AM

Subject Jones Act Review

Location Secretary's Conference Room

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Buzby, Mark (MARAD) <mark.buzby@dot.gov>	Required
	Balzano, Richard (MARAD) <Richard.Balzano@dot.gov>	Required
	Deputy Scheduler <DeputyScheduler@dot.gov>	Required
	Kan, Derek (OST) <derek.kan@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required



Time 11:20 AM – 12:20 PM

Subject Meeting

Location Secretary's Conference Room

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>	Required
	Kan, Derek (OST) <derek.kan@dot.gov>	Required

Cote, Gregory (OST) <gregory.cote@dot.gov>	Required
Furman, Jon (OST) <jon.furman@dot.gov>	Required
Kuo, Monica (OST) <monica.kuo@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required



Time 12:30 PM – 1:30 PM

Subject Lunch with Nicholas Lardy - Senior Fellow, Peterson Institute

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



Time 2:00 PM – 2:45 PM

Subject Personnel

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
McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
Sturges, Matt (OST) <Matt.Sturges@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required
Deputy Scheduler <DeputyScheduler@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required
Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>	Required

▲ **Time** 3:45 PM – 4:15 PM

Subject Meeting with S2

Location Secretary's Office

Show Time As Busy

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

▲ **Time** 5:30 PM – 6:00 PM

Subject Wrap-Up

Location Secretary's Conference Room

Show Time As Busy

Attendees	Name <E-mail>	Attendance
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SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
Furman, Jon (OST) <jon.furman@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
Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>	Required
Kramer, John (OST) <John.Kramer@dot.gov>	Required
McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
Bedell, Anthony (OST) <anthony.bedell@dot.gov>	Required
Deputy Scheduler <DeputyScheduler@dot.gov>	Required
Fulton, Finch (OST) <Finch.Fulton@dot.gov>	Required
Post, Andy (OST) <Andy.Post@dot.gov>	Required
Sturges, Matt (OST) <Matt.Sturges@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required
Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required

Wednesday, February 20, 2019

▲ **Time** All Day
Subject Government closed due to snow
Show Time As Busy

▲ **Time** All Day
Subject (b) (6)
Recurrence Occurs every February 20 effective 2/20/2019 until 2/20/2019
Show Time As Free

▲ **Time** 10:00 AM – 10:30 AM
Subject Scheduling
Location Secretary's Office
Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Kania, Adriana (OST) <adriana.kania@dot.gov>	Required
	Tucker, Deva (OST) <Deva.Tucker@dot.gov>	Required
	Edwards, Sara (OST) <sara.edwards@dot.gov>	Required
	Furman, Jon (OST) (jon.furman@dot.gov) <jon.furman@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required

▲ **Time** 10:30 AM – 11:00 AM

Subject International Travel Update

Location Secretary's Conference Room

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Szabat, Joel (MARAD) (Joel.Szabat@dot.gov) <Joel.Szabat@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Kania, Adriana (OST) <adriana.kania@dot.gov>	Required
	Edwards, Sara (OST) <sara.edwards@dot.gov>	Required
	Furman, Jon (OST) (jon.furman@dot.gov) <jon.furman@dot.gov>	Required
	Abraham, Julie (OST) <Julie.Abraham@dot.gov>	Required



Time 11:30 AM – 12:15 PM

Subject FMCSA Administrator Quarterly Meeting

Location Secretary's Office

Show Time As Busy

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

Martinez, Raymond P. (FMCSA)
<Raymond.Martinez@dot.gov> Required

Kania, Adriana (OST) <adriana.kania@dot.gov> Required

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



Time 12:30 PM – 1:30 PM

Subject Lunch with Schuyler Schouten

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
	Laura Genero <laura.genero@dot.gov>	Required
	Guyenn, Michelle (OST) <Michelle.D.Guyenn@dot.gov>	Required
	Tucker, Deva (OST) <Deva.Tucker@dot.gov>	Required



Time 2:00 PM – 3:00 PM

Subject Dereg Briefing and Spring Regulatory Agenda 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
Inman, Todd (OST) <todd.inman@dot.gov>	Required
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
Deputy Scheduler <DeputyScheduler@dot.gov>	Required
Kan, Derek (OST) <derek.kan@dot.gov>	Required
Aizcorbe, Christina (OST) <Christina.Aizcorbe@dot.gov>	Required
Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
Post, Andy (OST) <Andy.Post@dot.gov>	Required
Sturges, Matt (OST) <Matt.Sturges@dot.gov>	Required
McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
Owens, James (OST) <James.Owens@dot.gov>	Required



Time 3:30 PM – 4:15 PM

Subject FRA Administrator Quarterly Meeting

Location Secretary's Office

Show Time As Busy

Attendees **Name <E-mail>**

Attendance

SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
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Deputy Scheduler <DeputyScheduler@dot.gov>	Required
Batory, Ronald (FRA) <ronald.batory@dot.gov>	Required
Sturges, Matt (OST) <Matt.Sturges@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required



Time 6:30 PM – 8:30 PM

Subject FAA MAC Dinner

Location iRicchi Restaurant, 1220 19th St. NW, Washington, D.C. 20036

Show Time As Free

Categories Speech

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
	Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>	Required
	Amereihn, Tina <AWA> <tina.amereihn@faa.gov>	Required
	Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>	Required
	Graham, Douglas (OST) <douglas.graham@dot.gov>	Required
	Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required

Morabito, Cameron (OST)
<cameron.morabito@dot.gov> Required

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

Thursday, February 21, 2019

▲ **Time** All Day
Subject USG - liberal leave due to weather
Show Time As Busy

▲ **Time** 11:30 AM – 12:00 PM
Subject Open Skies Briefing
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
	Szabat, Joel (MARAD) (Joel.Szabat@dot.gov) <Joel.Szabat@dot.gov>	Required
	Sturges, Matt (OST) <Matt.Sturges@dot.gov>	Required
	Laura Genero <laura.genero@dot.gov>	Required
	McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required

▲ **Time** 12:30 PM – 2:00 PM

Subject Lunch with Surface Transportation Board

Location Secretary's Conference Room

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Sturges, Matt (OST) <Matt.Sturges@dot.gov>	Required
	Guyenn, Michelle (OST) <Michelle.D.Guyenn@dot.gov>	Required
	Tucker, Deva (OST) <Deva.Tucker@dot.gov>	Required
	Kan, Derek (OST) <derek.kan@dot.gov>	Required
	Laura Genero <laura.genero@dot.gov>	Required



Time 2:30 PM – 3:00 PM

Subject International Travel Update

Location Secretary's Conference Room

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Szabat, Joel (MARAD) (Joel.Szabat@dot.gov) <Joel.Szabat@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Kania, Adriana (OST) <adriana.kania@dot.gov>	Required

Edwards, Sara (OST) <sara.edwards@dot.gov>	Required
Furman, Jon (OST) (jon.furman@dot.gov) <jon.furman@dot.gov>	Required
Abraham, Julie (OST) <Julie.Abraham@dot.gov>	Required



Time 3:15 PM – 3:25 PM

Subject Call with Gov. Eric Holcomb (Indiana)

Location We dial: (b) (6)

Show Time As Busy

Categories Phone Calls

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



Time 3:30 PM – 3:40 PM

Subject Call with Gov. Tony Evers (Wisconsin)

Location We call: (b) (6)

Show Time As Busy

Categories Phone Calls

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

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

Bedell, Anthony (OST) <anthony.bedell@dot.gov> Required

Tucker, Deva (OST) <Deva.Tucker@dot.gov> Required

▲ **Time** 5:15 PM – 6:30 PM

Subject WH National African American History Month Reception with POTUS (5-7pm)

Location WH

Show Time As Busy

Categories Important

▲ **Time** 7:00 PM – 8:30 PM

Subject Restaurant

Show Time As Busy

Friday, February 22, 2019

▲ **Time** 8:30 AM – 9:00 AM

Subject Senior Staff

Recurrence Occurs every Monday, Tuesday, Thursday, and Friday effective 2/1/2019 until 2/28/2019 from 8:30 AM to 9:00 AM

Show Time As Busy

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

Genero, Laura (OST) <Laura.Genero@dot.gov>	Optional
Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Optional
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Optional
Deputy Scheduler <DeputyScheduler@dot.gov>	Optional
Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>	Optional
Kan, Derek (OST) <derek.kan@dot.gov>	Optional
Inman, Todd (OST) <todd.inman@dot.gov>	Required
Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
Sturges, Matt (OST) <Matt.Sturges@dot.gov>	Required
McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
Post, Andy (OST) <Andy.Post@dot.gov>	Required
Furman, Jon (OST) <jon.furman@dot.gov>	Required
Kramer, John (OST) <John.Kramer@dot.gov>	Required

▲ **Time** 9:00 AM – 10:00 AM

Subject staff meetings

Show Time As Busy

▲ **Time** 10:00 AM – 10:30 AM

Subject NC Staff Training Follow up

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
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Flowers, Darien <Darien.Flowers@dot.gov>	Required
	Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
	Morris, Willis (OST) <willis.morris@dot.gov>	Required
	Tucker, Deva (OST) <Deva.Tucker@dot.gov>	Required

▲ **Time** 10:30 AM – 12:30 PM

Subject Meetings with Staff

Show Time As Busy

▲ **Time** 12:30 PM – 1:30 PM

Subject lunch

Location cafeteria

Show Time As Busy

▲ **Time** 2:00 PM – 3:00 PM

Subject Meeting with AIA

Location Secretary's Office

Show Time As Busy

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



Time 3:10 PM – 3:20 PM

Subject Call with Gov. Mark Gordon (Wyoming)

Location Dial: (b) (6) Governor's General Counsel, Betsy Anderson will help connect

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
	McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
	Bedell, Anthony (OST) <anthony.bedell@dot.gov>	Required



Time 3:30 PM – 4:00 PM

Subject Meeting

Location Secretary's Conference Room

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>	Required
	Kan, Derek (OST) <derek.kan@dot.gov>	Required
	Cote, Gregory (OST) <gregory.cote@dot.gov>	Required
	Furman, Jon (OST) <jon.furman@dot.gov>	Required
	Kuo, Monica (OST) <monica.kuo@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Wang, Tim (OST) <tim.wang@dot.gov>	Required

▲ **Time** 4:00 PM – 5:00 PM

Subject Planning & Review

Show Time As Busy

▲ **Time** 5:00 PM – 5:30 PM

Subject Meeting with S2

Location Secretary's Office

Show Time As Busy

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

Deputy Scheduler <DeputyScheduler@dot.gov> Required



Time 5:30 PM – 6:00 PM

Subject Wrap-Up

Location Secretary's Conference Room

Recurrence Occurs every Monday, Tuesday, Wednesday, Thursday, and Friday effective 2/1/2019 until 2/28/2019 from 5:30 PM to 6:00 PM

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Furman, Jon (OST) <jon.furman@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
	Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>	Required
	Kramer, John (OST) <John.Kramer@dot.gov>	Required
	McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
	Bedell, Anthony (OST) <anthony.bedell@dot.gov>	Required

Deputy Scheduler <DeputyScheduler@dot.gov>	Required
Fulton, Finch (OST) <Finch.Fulton@dot.gov>	Required
Post, Andy (OST) <Andy.Post@dot.gov>	Required
Sturges, Matt (OST) <Matt.Sturges@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required
Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required

▲ **Time** 6:00 PM – 7:00 PM

Subject Desk time

Show Time As Busy

▲ **Time** 7:00 PM – 8:30 PM

Subject Planning outlook

Location Secretary's Office

Show Time As Busy

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

▲ **Time** 8:30 PM – 10:00 PM

Subject Discussion and Review

Location Secretary's Office

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Szabat, Joel (MARAD) (Joel.Szabat@dot.gov) <Joel.Szabat@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required

Sunday, February 24, 2019

▲ **Time** 7:00 AM – 11:30 AM

Subject Office Work

Show Time As Busy

▲ **Time** 6:20 PM – 9:50 PM

Subject WH National Governor's Association Dinner

Location The White House

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Smith, Geoff (OST) <geoff.smith@dot.gov>	Required

Monday, February 25, 2019

▲ **Time** 10:10 AM – 10:55 AM

Subject Breakout Section #1 - TRADE

Location Room 126, EEOB

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Bedell, Anthony (OST) <anthony.bedell@dot.gov>	Required
	Mitton, Chris (OST) <chris.mitton@dot.gov>	Required

▲ **Time** 10:55 AM – 11:45 AM

Subject Breakout Session Round II

Location White House - State Floor

Show Time As Busy

▲ **Time** 12:00 PM – 12:45 PM

Subject Lunch with Gov. Matt Bevin

Location EDR2

Show Time As Busy

▲ **Time** 1:00 PM – 1:15 PM

Subject Meeting with Gov. Ron DeSantis (FL)

Location EEOB 226

Show Time As Busy

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

Mitton, Chris (OST) <chris.mitton@dot.gov>

Required



Time 1:15 PM – 1:30 PM

Subject Meeting with Gov. David Ige (HI)

Location EEOB 226

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Mitton, Chris (OST) <chris.mitton@dot.gov>	Required



Time 2:30 PM – 3:15 PM

Subject Budget Briefing

Location Secretary's Conference Room

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Sturges, Matt (OST) <Matt.Sturges@dot.gov>	Required
	Post, Andy (OST) <Andy.Post@dot.gov>	Required
	Deputy Scheduler <DeputyScheduler@dot.gov>	Required
	Hurdle, Lana (OST) (Lana.Hurdle@dot.gov) <Lana.Hurdle@dot.gov>	Required

Inman, Todd (OST) <todd.inman@dot.gov>	Required
Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
Genero, Laura (OST) <Laura.Genero@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



Time 3:15 PM – 4:15 PM

Subject Personnel

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
	McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
	Sturges, Matt (OST) <Matt.Sturges@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Deputy Scheduler <DeputyScheduler@dot.gov>	Required
	Kan, Derek (OST) <derek.kan@dot.gov>	Required

Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>

Required



Time 4:15 PM – 5:00 PM

Subject APA Meeting

Location Secretary's Conference Room

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>	Required
	Kan, Derek (OST) <derek.kan@dot.gov>	Required
	Cote, Gregory (OST) <gregory.cote@dot.gov>	Required
	Furman, Jon (OST) <jon.furman@dot.gov>	Required
	Kuo, Monica (OST) <monica.kuo@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Rosen, Jeff (OST) <jeff.rosen@dot.gov>	Required
	Owens, James (OST) <James.Owens@dot.gov>	Required
	Wang, Tim (OST) <tim.wang@dot.gov>	Required



Time 5:00 PM – 5:15 PM

Subject Call with Atlas Air

Location Dial: (b) (6) Bill's cell

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
	Sturges, Matt (OST) <Matt.Sturges@dot.gov>	Required

 **Time** 5:30 PM – 6:00 PM

Subject Wrap-Up

Location Secretary's Conference Room

Recurrence Occurs every Monday, Tuesday, Wednesday, Thursday, and Friday effective 2/1/2019 until 2/28/2019 from 5:30 PM to 6:00 PM

Show Time As Busy

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

Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>	Required
Kramer, John (OST) <John.Kramer@dot.gov>	Required
McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
Bedell, Anthony (OST) <anthony.bedell@dot.gov>	Required
Deputy Scheduler <DeputyScheduler@dot.gov>	Required
Fulton, Finch (OST) <Finch.Fulton@dot.gov>	Required
Post, Andy (OST) <Andy.Post@dot.gov>	Required
Sturges, Matt (OST) <Matt.Sturges@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required
Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required

▲ **Time** 5:55 PM – 6:15 PM

Subject S2

Show Time As Busy

▲ **Time** 6:15 PM – 7:00 PM

Subject Scheduling

Location Secretary's Office

Show Time As Busy

Attendees	Name <E-mail>	Attendance
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SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
Kania, Adriana (OST) <adriana.kania@dot.gov>	Required
Edwards, Sara (OST) <sara.edwards@dot.gov>	Required

Tuesday, February 26, 2019



Time 8:30 AM – 9:00 AM

Subject Senior Staff

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Kan, Derek (OST) <derek.kan@dot.gov>	Optional
	Genero, Laura (OST) <Laura.Genero@dot.gov>	Optional
	Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Optional
	Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Optional
	Deputy Scheduler <DeputyScheduler@dot.gov>	Optional
	Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>	Optional
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required

Sturges, Matt (OST) <Matt.Sturges@dot.gov>	Required
McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
Post, Andy (OST) <Andy.Post@dot.gov>	Required
Furman, Jon (OST) <jon.furman@dot.gov>	Required
Kramer, John (OST) <John.Kramer@dot.gov>	Required



Time 9:30 AM – 10:00 AM

Subject Weekly Modal Administrator's Meeting

Location ConfRm-HQ-Lincoln Room (OST)

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
	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. (NHTSA) <cathy.gautreaux@dot.gov>	Required

Fulton, Finch (OST) <Finch.Fulton@dot.gov>	Required
Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>	Required
Sturges, Matt (OST) <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 (FMCSA) <Alan.Hanson@dot.gov>	Required
Chavez, Richard (OST) <richard.chavez@dot.gov>	Required
Everett, Thomas (FHWA) <Thomas.Everett@dot.gov>	Required
Baldwin, Kristen (OST) <kristen.baldwin@dot.gov>	Required
ConfRm-HQ-Lincoln Room (OST) <Lincoln.Room@dot.gov>	Resource
Manago, Meagan CTR (PHMSA) <meagan.manago.ctr@dot.gov>	Required
Arjun Garg <Arjun.Garg@faa.gov>	Required
Behm, Mitchell <OIG> (b) (6)	Required
Amereihn, Tina <AWA> <tina.amereihn@faa.gov>	Required
Cote, Ryan (OST) <ryan.cote@dot.gov>	Required

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

Required



Time 10:55 AM – 11:45 AM

Subject Hoover's Winter Board Meeting Remarks

Location Crystal Room (Street Level), Willard Hotel, 1401 Pennsylvania Ave NW,
Washington, DC 20004

Show Time As Busy

Categories Speech

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Graham, Douglas (OST) <douglas.graham@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Morabito, Cameron (OST) <cameron.morabito@dot.gov>	Required
	Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>	Required
	Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
	Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>	Required
	Andy Post - Department of Transportation - OST (Andrew.Post@dot.gov) <Andrew.Post@dot.gov >	Required
	Koehlke, Alex <Alex.Koehlke@dot.gov>	Required
	Stephen Bradford (stephen.bradford@dot.gov) <stephen.bradford@dot.gov>	Required



Time 12:00 PM – 12:45 PM

Subject Hoover's Winter Board Meeting Luncheon (12 lunch, lunch FBI panel at 12:45pm, 1:30 lunch & panel conclude)

Location Willard Hotel, 1401 Pennsylvania Ave NW, Washington, DC 20004

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Cameron Morabito (OST) (cameron.morabito@dot.gov) <cameron.morabito@dot.gov>	Required



Time 1:30 PM – 2:00 PM

Subject Meeting with Rep. Granger

Location 1026 Longworth

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Smith, Geoff (OST) (geoff.smith@dot.gov) <geoff.smith@dot.gov>	Required
	Sturges, Matt (OST) <Matt.Sturges@dot.gov>	Required
	Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required



Time 3:00 PM – 3:30 PM

Subject Monica

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Kuo, Monica (OST) <monica.kuo@dot.gov>	Required

▲ **Time** 4:00 PM – 4:15 PM

Subject Call with Sen. Merkley

Location Dial: (b) (6) Carly's desk

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** 4:30 PM – 5:00 PM

Subject ATR Briefing

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

Smith, Loren (OST) <Loren.Smith@dot.gov>	Required
Laura Genero <laura.genero@dot.gov>	Required
Sturges, Matt (OST) <Matt.Sturges@dot.gov>	Required
McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Required
Post, Andy (OST) <Andy.Post@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required



Time 5:30 PM – 6:00 PM

Subject Wrap-Up

Location Secretary's Conference Room

Show Time As Busy

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

Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>	Required
Kramer, John (OST) <John.Kramer@dot.gov>	Required
McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
Bedell, Anthony (OST) <anthony.bedell@dot.gov>	Required
Deputy Scheduler <DeputyScheduler@dot.gov>	Required
Fulton, Finch (OST) <Finch.Fulton@dot.gov>	Required
Post, Andy (OST) <Andy.Post@dot.gov>	Required
Sturges, Matt (OST) <Matt.Sturges@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required
Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required

Wednesday, February 27, 2019



Time 8:15 AM – 9:15 AM

Subject Breakfast with Rep. Neal, Ivanka, & Larry Kudlow

Location Bistros Bis 15 E St, NW

Show Time As Busy

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

▲ **Time** 10:10 AM – 10:25 AM

Subject Depart en route to ATR

Show Time As Busy

▲ **Time** 10:25 AM – 11:00 AM

Subject ATR Meeting

Location ATR, 722 12th ST NW, Suite 400, Washington DC 20005

Show Time As Busy

Categories Speech

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>	Required
	Smith, Geoff (OST) <geoff.smith@dot.gov>	Required
	Smith, Loren (OST) <Loren.Smith@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
	Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>	Required
	Kan, Derek (OST) <derek.kan@dot.gov>	Required
	Graham, Douglas (OST) <douglas.graham@dot.gov>	Required
	Murray, Peter (OST) <peter.murray@dot.gov>	Required

▲ **Time** 11:00 AM – 11:15 AM

Subject ATR/Wash. Court

Show Time As Busy

▲ **Time** 11:15 AM – 11:55 AM

Subject Meeting with AASHTO CEOs

Location Washington Court Hotel, 525 NJ Ave NW, Washington DC 20001

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Wilkinson, James (OST) <james.wilkinson@dot.gov>	Required
	Tamara Somerville <Tamara.somerville@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
	Mitton, Chris (OST) <chris.mitton@dot.gov>	Required
	Kan, Derek (OST) <derek.kan@dot.gov>	Required
	Etchen, Alex (OST) <alex.etchen@dot.gov>	Required

▲ **Time** 11:55 AM – 12:55 PM

Subject AASHTO Keynote & lunch

Location Washinton Court Hotel, 525 NJ Ave NW, Washington DC 20001

Show Time As Busy

Categories Speech

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>	Required
	Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
	Graham, Douglas (OST) <douglas.graham@dot.gov>	Required
	Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>	Required
	Andy Post - Department of Transportation - OST (Andrew.Post@dot.gov) <Andrew.Post@dot.gov >	Required
	Koehlke, Alex <Alex.Koehlke@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Stephen Bradford (stephen.bradford@dot.gov) <stephen.bradford@dot.gov>	Required
	Wilkinson, James (OST) <james.wilkinson@dot.gov>	Required
	McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
	Mitton, Chris (OST) <chris.mitton@dot.gov>	Required



Time 1:45 PM – 2:30 PM

Subject Meeting with Cong McMorris Rodgers

Location 1035 Longworth House Office Building

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
	Smith, Geoff (OST) (geoff.smith@dot.gov) <geoff.smith@dot.gov>	Required
	Morrison, Jonathan (NHTSA) <Jonathan.Morrison@dot.gov>	Required



Time 3:00 PM – 3:30 PM

Subject Treasury Bulletin Briefing

Location Secretary's office

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Sturges, Matt (OST) <Matt.Sturges@dot.gov>	Required
	Post, Andy (OST) <Andy.Post@dot.gov>	Required
	Deputy Scheduler <DeputyScheduler@dot.gov>	Required
	Lund, Caryn M (OST) <caryn.moore.lund@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required

Sullivan, Adam (OST) <adam.sullivan@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
McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required



Time 4:00 PM – 4:30 PM

Subject FAA Info Meeting

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
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Elwell, Daniel <AWA> <Daniel.Elwell@faa.gov>	Required
	Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
	Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
	Sturges, Matt (OST) <Matt.Sturges@dot.gov>	Required



Time 5:30 PM – 6:00 PM

Subject Wrap-Up

Location Secretary's Conference Room

Recurrence Occurs every Monday, Tuesday, Wednesday, Thursday, and Friday effective 2/1/2019 until 2/28/2019 from 5:30 PM to 6:00 PM

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Furman, Jon (OST) <jon.furman@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
	Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>	Required
	Kramer, John (OST) <John.Kramer@dot.gov>	Required
	McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
	Bedell, Anthony (OST) <anthony.bedell@dot.gov>	Required
	Deputy Scheduler <DeputyScheduler@dot.gov>	Required
	Fulton, Finch (OST) <Finch.Fulton@dot.gov>	Required
	Post, Andy (OST) <Andy.Post@dot.gov>	Required

Sturges, Matt (OST) <Matt.Sturges@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required
Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required

▲ **Time** 6:30 PM – 7:00 PM

Subject ETD DOT/(b) (6)

Show Time As Busy

▲ **Time** 7:00 PM – 8:00 PM

Subject (b) (6)

Location (b) (6)

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Wilkinson, James (OST) <james.wilkinson@dot.gov>	Required
	Murray, Peter (OST) <peter.murray@dot.gov>	Required

Thursday, February 28, 2019

▲ **Time** 8:30 AM – 9:00 AM

Subject Senior Staff

Recurrence Occurs every Monday, Tuesday, Thursday, and Friday effective 2/1/2019 until 2/28/2019 from 8:30 AM to 9:00 AM

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Genero, Laura (OST) <Laura.Genero@dot.gov>	Optional
	Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Optional
	Bradbury, Steven (OST) <Steven.Bradbury@dot.gov>	Optional
	Deputy Scheduler <DeputyScheduler@dot.gov>	Optional
	Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>	Optional
	Kan, Derek (OST) <derek.kan@dot.gov>	Optional
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
	Sturges, Matt (OST) <Matt.Sturges@dot.gov>	Required
	McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
	Post, Andy (OST) <Andy.Post@dot.gov>	Required
	Furman, Jon (OST) <jon.furman@dot.gov>	Required
	Kramer, John (OST) <John.Kramer@dot.gov>	Required



Time 9:30 AM – 10:00 AM

Subject DOT/Gaylord

Show Time As Busy



Time 10:55 AM – 11:30 AM

Subject CPAC Remarks

Location Gaylord, National Harbor, MD

Show Time As Busy

Categories Speech

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Bradford, Stephen (OST) <stephen.bradford@dot.gov>	Required
	Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>	Required
	Koehlke, Alex <Alex.Koehlke@dot.gov>	Required
	Smith, Loren (OST) <Loren.Smith@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
	Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>	Required
	Smith, Geoff (OST) (geoff.smith@dot.gov) <geoff.smith@dot.gov>	Required
	Graham, Douglas (OST) <douglas.graham@dot.gov>	Required



Time 11:30 AM – 12:00 PM

Subject Gaylord/DOT

Show Time As Busy



Time 1:55 PM – 3:00 PM

Subject 2019 African American Heritage Month Opening Program Celebration

Location West Atrium

Show Time As Busy

Categories Speech

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Carrothers, Matt (OST) <Matt.Carrothers@dot.gov>	Required
	Genero, Laura (OST) <Laura.Genero@dot.gov>	Required
	Graham, Douglas (OST) <douglas.graham@dot.gov>	Required
	Somerville, Tamara (OST) <Tamara.Somerville@dot.gov>	Required
	Inman, Todd (OST) <todd.inman@dot.gov>	Required
	Andy Post - Department of Transportation - OST (Andrew.Post@dot.gov) <Andrew.Post@dot.gov >	Required
	Koehlke, Alex <Alex.Koehlke@dot.gov>	Required
	Stephen Bradford (stephen.bradford@dot.gov) <stephen.bradford@dot.gov>	Required
	Wilkinson, James (OST) <james.wilkinson@dot.gov>	Required



Time 4:00 PM – 4:30 PM

Subject Innovation Summit Brief

Location Secretary's Office

Show Time As Busy

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



Time 5:00 PM – 5:15 PM

Subject Call with Sen. Cassidy

Location Dial:(b) (6)

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
	Sullivan, Adam (OST) <adam.sullivan@dot.gov>	Required
	Kan, Derek (OST) <derek.kan@dot.gov>	Required



Time 5:30 PM – 6:00 PM

Subject Wrap-Up

Location Secretary's Conference Room

Recurrence Occurs every Monday, Tuesday, Wednesday, Thursday, and Friday effective 2/1/2019 until 2/28/2019 from 5:30 PM to 6:00 PM

Show Time As Busy

Attendees	Name <E-mail>	Attendance
	SecretaryScheduler (OST) <SecretaryScheduler@dot.gov>	Organizer
	Furman, Jon (OST) <jon.furman@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
	Baker, Carrie L (OST) <Carrie.L.Baker@dot.gov>	Required
	Kramer, John (OST) <John.Kramer@dot.gov>	Required
	McMaster, Sean (OST) <sean.mcmaster@dot.gov>	Required
	Bedell, Anthony (OST) <anthony.bedell@dot.gov>	Required
	Deputy Scheduler <DeputyScheduler@dot.gov>	Required
	Fulton, Finch (OST) <Finch.Fulton@dot.gov>	Required
	Post, Andy (OST) <Andy.Post@dot.gov>	Required

Sturges, Matt (OST) <Matt.Sturges@dot.gov>	Required
Inman, Todd (OST) <todd.inman@dot.gov>	Required
Knouse, Ruth (OST) <ruth.knouse@dot.gov>	Required
