

March 29, 2021

Monday

8:00 AM - 8:15 AM

PICK-UP/TRAVEL: Residence---DOI -- (b) (6), (b) (7)(C)

8:45 AM - 9:00 AM

DAILY CHECK-IN: Chief of Staff -- Microsoft Teams Meeting

Microsoft Teams meeting

Join on your computer or mobile app

[Click here to join the meeting](#)

[Learn More](#) | [Meeting options](#)

9:00 AM - 10:00 AM

TRAINING: No Fear Act & Prevention and Elimination of Harassing Conduct -- Online
Click: [Here is the direct link for accessing the course.](#)

Contact:

Patricia Houghton

OS, Office of Strategic Employee Development

Lead, DOI Talent Program Management Office

202-276-0082

Instructions:

- The course must be accessed on a government computer.
- The course will require about an hour to complete.
- The course consists of five video modules, one powerpoint presentation and a variety of helpful resources to review.
- The modules can be completed in any order and do not need to be completed in one sitting.

- Once the course is completed, the post-course feedback option will appear at the bottom of the course page.
- We encourage everyone to provide feedback about the course.

If the Secretary is logged on the DOI Pulse Virtual Private Network (VPN) , she will not need to do anything to access the course, it will simply take her to the course page to begin the training.

If the Secretary is not logged on to the VPN, she will need to select 'Sign in with PIV Card' and then select the second certificate presented, click OK and input her PIN number for her PIV card.

10:00 AM - 10:30 AM

MEETING: Special Assistant TOPIC: Stationary -- Secretary's Office

10:30 AM - 11:00 AM

READING -- Secretary's Office

11:00 AM - 11:30 AM

BRIEFING: 12pm Remarks EVENT: WH Convening on offshore wind program -- Microsoft Teams Meeting

Microsoft Teams meeting

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March 29, 2021 Continued

Monday

11:30 AM - 12:00 PM

PREP/REVIEW: 12pm Remarks EVENT: WH Convening on offshore wind program -- Secretary's Office

12:00 PM - 1:30 PM

REMARKS: WH Convening on offshore wind program SPEECH LENGTH: 5min followed by discussion --

ZOOM: [https://\[REDACTED\]\(b\)\(5\)cci](https://[REDACTED](b)(5)cci)

Join ZoomGov Meeting

[REDACTED] (b)(5)cci

Meeting ID: [REDACTED] (b)(5)cci

Passcode: [REDACTED] (b)(5)cci

One tap mobile

[REDACTED] (b)(5)cci

US (San Jose)

[REDACTED] (b)(5)cci

US (New York)

Dial by your location

[REDACTED] (b)(5)cci

US (San Jose)

[REDACTED] (b)(5)cci

US (New York)

[REDACTED] (b)(5)cci

US (San Jose)

[REDACTED] (b)(5)cci

US

Meeting ID: [REDACTED] (b)(5)cci

Passcode: [REDACTED] (b)(5)cci

Find your local number: [REDACTED] (b)(5)cci

Join by SIP

[REDACTED] (b)(5)cci

March 29, 2021 Continued

Monday

Join by H.323

(b)(5)cci (US West)

(b)(5)cci (US East)

Meeting ID: (b)(5)cci

Passcode: (b)(5)cci

1:30 PM - 2:00 PM

LUNCH -- TBD

2:00 PM - 2:15 PM

BRIEF REMARKS: ARP Tribal Consultation Sessions TRIBES: Pacific & Alaska Time Zone SPEECH LENGTH: 15min [Bryan] -- DIAL: (b)(5)cci CODE: (b)(5)cci



DTLL ARP 3 16
21.pdf

2:45 PM - 3:00 PM

DEPART/TRAVEL: DOI--- PERSONAL -- (b) (6), (b) (7)(C)]

3:00 PM - 4:00 PM

PERSONAL - (b) (6)

4:00 PM - 4:10 PM

DEPART/TRAVEL: PERSONAL--- Residence -- (b) (6), (b) (7)(C)

4:30 PM - 5:00 PM

BRIEFING: 3/30, 1pm Senior Executive Service Meeting -- Microsoft Teams Meeting

Microsoft Teams meeting

Join on your computer or mobile app

[Click here to join the meeting](#)

March 29, 2021 Continued

Monday

[Learn More](#) | [Meeting options](#)

6:15 PM - 7:00 PM

CALL -- Microsoft Teams Meeting

Microsoft Teams meeting

Join on your computer or mobile app

[Click here to join the meeting](#)

Or call in (audio only)

(b)(5)cci United States, Washington DC

Phone Conference ID: **(b)(5)cci**

[Find a local number](#) | [Reset PIN](#)

[Learn More](#) | [Meeting options](#)

March 30, 2021

Tuesday

8:00 AM - 8:15 AM

PICK-UP/TRAVEL: Residence---DOI -- (b) (6), (b) (7)(C)

9:30 AM - 10:00 AM

BI-WEEKLY MEETING: Department Ethics Office -- Microsoft Teams Meeting

Microsoft Teams meeting

Join on your computer or mobile app

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10:00 AM - 11:00 AM

READING -- Secretary's Office

11:00 AM - 12:00 PM

BRIEFING: DOI Continuity Programs -- (b) (6)

Objective: This brief will supplement the briefing she received from White House Military Office, and addresses the Interior Department's internal continuity polices, plans, and programs.

-

Briefers: DOI Office of Emergency Management

Emily Price

Assistant Director

Continuity Programs Division

(b) (6)

emily_price@ios.doi.gov

Lisa Branum

Deputy Assistant Secretary for Public Safety

Tom Balint

Director of the Office of Emergency Management

Kerry Trojnar

Continuity Programs Division

12:00 PM - 12:30 PM

LUNCH -- TBD

12:35 PM - 12:55 PM

PREP: Senior Executive Service Meeting -- Microsoft Teams Meeting

- 12:35pm: walk to 4th floor studio
- 12:40pm: log-on to TEAMS for staff prep
- 12:40pm-12:55pm: staff prep

Microsoft Teams meeting

Join on your computer or mobile app

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March 30, 2021 Continued

Tuesday

1:00 PM - 2:00 PM

MEETING: Senior Executive Service -- 4th Floor Studio, 4041 East

2:15 PM - 2:30 PM

PREP: DOI Woman's History Month Event -- Microsoft Teams Meeting

Microsoft Teams meeting

Join on your computer or mobile app

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2:30 PM - 3:00 PM

OPENING REMARKS: DOI Woman's History Month Event SPEECH LENGTH: 5-10mins -- Zoom
Join the meeting here: [Zoom](#)

3:30 PM - 3:45 PM

PREP: PPO Woman's History Month -- Microsoft Teams Meeting

Microsoft Teams meeting

Join on your computer or mobile app

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[Learn More](#) | [Meeting options](#)

March 30, 2021 Continued

Tuesday

3:45 PM - 4:30 PM

OPENING REMARKS: PPO Woman's History Month SPEECH LENGTH: 5mins -- ZOOM

Secretary Zoom Link: [REDACTED] (b)(5)cci

[REDACTED]

Timeline:

3:45 PM *Log-in and video/audio Test [Molly]*

4:00 PM Live program begins

Event Contact:

Dani Durante (she/her)

Director for Leadership & Training

Office of Presidential Personnel | The White House

Work Cell: [REDACTED] (b) (6) [REDACTED] (b) (6)

Additional Notes:

- **Zoom Email Registration:** Molly_Callaghan@ios.doi.gov
- **To Cancel This Registration**

You can [cancel](#) your registration at any time.

March 30, 2021 Continued

Tuesday

4:30 PM - 4:45 PM

PREP: Sec. Buttigieg Courtesy Call -- Microsoft Teams Meeting

Microsoft Teams meeting

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5:00 PM - 5:30 PM

CALL: Secretary Buttigieg, Department of Transportation TOPIC: Courtesy Call -- Microsoft Teams Meeting

***Note:** One-on-one call principal call, only. No further action needed from staff

Microsoft Teams Meeting

Join on your computer or mobile app

[Click here to join the meeting](#)

Or call in (audio only)

(b)(5)cci United States, Spokane

Phone Conference ID: (b)(5)cci

[Find a local number](#) | [Reset PIN](#)

5:30 PM - 6:00 PM

BRIEFING: 3/31, 10:30am CBS Norah O'Donnell Profile Interview -- Microsoft Teams Meeting

Microsoft Teams meeting

Join on your computer or mobile app

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March 30, 2021 Continued

Tuesday

March 31, 2021

Wednesday

8:00 AM - 8:15 AM

PICK-UP/TRAVEL: Residence---DOI -- (b) (6), (b) (7)(C)

9:00 AM - 9:30 AM

MEETING: Eric Dean, International Association of Ironworkers General President TOPIC: Courtesy Call & on-going conversation regarding tribal training initiatives (BIA) and Offshore wind (BOEM) -- LINK:

(b)(5)cci
Secretary Meeting Link: (b)(5)cci

Or

Secretary Dial-in Option:

US: (b)(5)cci, (b)(5)cci

Additional Call Attendees:

Ross Templeton, Political & Legislative Director

202.340.6502

rtempleton@iwintl.org

Gina Maglionico, Political Representatives – National Field Lead

202.805.7991

gmaglionico@iwintl.org

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9:30 AM - 10:00 AM

WEEKLY MEETING: Office of the Executive Secretariat & Regulatory Affairs -- Microsoft Teams Meeting
Richard_Cardinale@ios.doi.gov

Mobile: (b) (6)

Direct: 202-219-7724

Microsoft Teams meeting

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10:00 AM - 10:10 AM

DEPART/TRAVEL: DOI--- National Museum of the American Indian, 4th St SW -- (b) (7)(C)

10:30 AM - 11:15 AM

TAPPED INTERVIEW: CBS Norah O'Donnell TOPIC: Profile -- National Museum of the American Indian, 4th St SW

Staff Lead:

Melissa Schwartz

Cell: (b) (6)

Email: melissa_schwartz@ios.doi.gov

Staff Advance:

Naomi Germain

Cell: 202-215-9374

Email: Naomie_Germain@ios.doi.gov

Detail Lead:

(b) (6), (b) (7)(C)

Cell (b) (6), (b) (7)(C)

Email: (b) (6), (b) (7)(C)

March 31, 2021 Continued

Wednesday

Museum Contact:

Hannah Wendling

Cell: 202-255-8032

Email: WendlingH@si.edu

Office of Special Events

Smithsonian

National Museum of the American Indian

11:15 AM - 11:25 AM

DEPART/TRAVEL: National Museum of the American Indian---- DOI -- (b) (7)(C)

12:05 PM - 12:35 PM

BRIEFING: OMB Budget Rollout -- Microsoft Teams Meeting

Microsoft Teams meeting

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12:30 PM - 1:00 PM

LUNCH

March 31, 2021 Continued

Wednesday

1:00 PM - 2:00 PM

HALLWAY MEETING: Rachael Taylor, Principal Deputy Assistant Secretary of Policy, Budget and Management (PMB) -- Microsoft Teams Meeting

Objective: Meet and greet with each of the PMB Deputy Assistant Secretaries or Office Directors to provide a high level overview of their offices and management portfolio.

Participants:

- **Steve Glomb**, Acting Deputy Assistant Secretary for Policy and Environmental Management
- **Andrea Brandon**, Deputy Assistant Secretary for Budget, Grants, Acquisition and Finance
- **Jacqueline (Jackie) Jones**, Deputy Assistant Secretary for Administrative Services
- **Ray Limon**, Chief Human Capital Officer
- **Kimbra Davis**, Director of the Office of Natural Resources Revenue
- **George Tribsch**, Chief of Staff, Office of the Assistant Secretary

Microsoft Teams meeting

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2:15 PM - 2:30 PM

PREP: American Rescue Plan (ARP) Interviews -- Microsoft Teams Meeting

Microsoft Teams meeting

Join on your computer or mobile app

March 31, 2021 Continued

Wednesday

[Click here to join the meeting](#)

[Learn More](#) | [Meeting options](#)

2:30 PM - 3:00 PM

WEEKLY INTERVIEWS: American Rescue Plan (ARP) -- Phone: TBD

- **15mins:** Native Media Outlet TBD
- **15mins:** Native Media Outlet TBD

3:15 PM - 3:45 PM

BRIEF REMARKS: WH ARP Minnesota State Briefing SPEECH LENGTH: 10mins -- ZOOM:

(b)(5)cci

Secretary ZoomGov Meeting: [Click Here](#)

Meeting ID: (b)(5)cci

Passcode: (b)(5)cci

OR

One tap mobile

Dial: (b)(5)cci, (b)(5)cci, (b)(5)cci

Staff Lead:

Jennifer

Event Contact:

Morgan Mohr

(b) (6)

(b) (6)

White House Office of Political Strategy and Outreach

3:50 PM - 4:00 PM

DEPART/TRAVEL: DOI--- The White House -- (b) (7)(C)

4:00 PM - 4:10 PM

(b) (6)

4:10 PM - 4:20 PM

PICK-UP: White House Hard Pass -- The White House, (b) (6)

March 31, 2021 Continued

Wednesday

4:30 PM - 4:45 PM

DEPART/TRAVLE: The White House--- DOI -- (b) (7)(C)

5:00 PM - 6:00 PM

MEETING: discuss WH Council on Native American Affairs -- Microsoft Teams Meeting
***5:30pm: Secretary Logs-on**

Microsoft Teams meeting
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6:15 PM - 7:15 PM

PERSONAL: Dinner -- (b) (6)