



THURSDAY, JANUARY 10, 2019

---

**Daily Schedule**

- 9:00am Daily Check In**  
Location: Secretary's Office  
Staff: *Willens, Cason, MacGregor, Dermody and Werner*
- 9:30am Staff Meeting**  
Location: Secretary's Office  
Staff: *Mashburn, Willens*
- 11:00am Staff Meeting**  
Location: Secretary's Office  
Staff: *Willens, Tanner*
- 11:45am Depart DOI for Lunch**
- 12:00pm External Lunch**  
Location: Off The Record, 800 16<sup>th</sup> Street NW, Washington, DC 20006
- 1:00pm Depart Lunch for DOI**
- 2:00pm External Call - TRCP**  
Location: Secretary's Conference Room  
Call Information in Calendar Invite  
Staff: *Willens*
- 3:00pm Staff Meeting**  
Location: Secretary's Office  
Staff: *Willens, Wynn*



MONDAY, JANUARY 14, 2019

---

**Daily Schedule**

- 9:00am**      **Daily Check In**  
Location: Secretary's Office  
*Staff: Willens, Cason, MacGregor, Dermody and Werner*
- 9:30am**      **Staff Meeting**  
Location: Secretary's Office  
*Staff: Willens, MacGregor, Cason, Dermody*
- 10:30am**     **External Call**  
Location: Secretary's Office
- 12:00pm**     **Weekly Brown-Bag Check In**  
Location: Secretary's Conference Room  
*Staff: Willens, Cason*
- 3:00pm**      **Assistant Secretaries Weekly Meeting**  
Location: Secretary's Conference Room



TUESDAY, JANUARY 15, 2019

---

### Daily Schedule

- 9:00am**      **Daily Check In**  
Location: Secretary's Office
- 9:40am      Depart DOI en route to White House  
9:50am
- 10:00am**      **External Meeting**  
**10:45am**      Location: West Wing 2nd Floor - (b) (6)
- 10:50am      Depart White House en route to DOI  
11:00am
- 12:00pm**      **Weekly Brown Bag Lunch**  
**1:00pm**      Location: Secretary's Office
- 1:00pm**      **Weekly Politicals Meeting**  
**2:00pm**      Location: Secretary's Conference Room 5160
- 4:00pm**      **DOI Operations Meeting AS-IA**  
**5:00pm**      Location: Secretary's Conference Room 6151



WEDNESDAY, JANUARY 16, 2019

---

### Daily Schedule

**8:40am** Depart DOI en route to EEOB  
8:50am

**9:00am** Deputy Secretaries Lapse Working Group Meeting  
11:00am Location: EEOB (b) (6)

**11:00am** Depart EEOB en route to DOI  
11:10am

**11:30am** Daily Check In  
12:00pm Location: Secretary's Office

**12:00pm** Staff Meeting  
12:30pm Location: Secretary's Office

**1:40pm** Depart DOI en route to White House  
1:50pm

**2:00pm** Hold (Arrive by 2pm)  
2:30pm Location: White House

**2:30pm** POTUS Bill Signing  
3:00pm Location: White House Oval Office

**3:05pm** Walk to EEOB  
3:10pm

**3:15pm** Meeting with CEO  
3:45pm Location: EEOB (b) (6)

**3:45pm** Depart WH en route to DOI  
3:55pm

**4:00pm** DOI Operations Meeting AS/Insular and International Affairs  
**5:00pm** Location: Secretary's Conference Room 6151

---



THURSDAY, JANUARY 17, 2019

---

### Daily Schedule

**9:00am**      **Daily Check In**  
9:30am      Location: Secretary's Office

**10:00am**      **Staff Meeting**  
10:30am      Location: Secretary's Office

**2:00pm**      **Weekly Teleconference**  
2:30pm      Location: (b) (5), Participant Code (b) (5)

**4:00pm**      **DOI Operations Meeting AS/Land and Minerals Management**  
**5:00pm**      Location: Secretary's Conference Room 6151



FRIDAY, JANUARY 18, 2019

---

### Daily Schedule

**9:00am**      **Daily Check In**  
9:30am      Location: Secretary's Office

**11:00am**      **Staff Meeting**  
11:30am      Location: Secretary's Office

**2:00pm**      **Staff Meeting**  
2:30pm      Location: Secretary's Office



MONDAY, JANUARY 21, 2019

---

**Daily Schedule**

**10:25am** Depart Residence en route to Event  
10:45am

**11:00am** **Event**  
11:30am Location: Martin Luther King, Jr. Memorial (Independence Ave SW)

**11:30am** Depart Event en route to Residence  
11:50am



TUESDAY, JANUARY 22, 2019

---

### Daily Schedule

|                |  |
|----------------|--|
| <b>9:00am</b>  | <b>Daily Check In</b>                                      |
| <b>9:30am</b>  | Location: Secretary's Office                               |
| <b>10:30am</b> | <b>Weekly Call with White House</b>                        |
| <b>11:00am</b> | Location: Secretary's Office                               |
| <b>11:00am</b> | <b>External Call</b>                                       |
| <b>11:30am</b> | Location: Secretary's Office                               |
| <b>12:00pm</b> | <b>Weekly Brown Bag Check-In</b>                           |
| <b>1:00pm</b>  | Location: Secretary's Office                               |
| <b>1:00pm</b>  | <b>Weekly Staff Meeting</b>                                |
| <b>2:00pm</b>  | Location: Secretary's Conference Room 5160                 |
| <b>2:00pm</b>  | <b>Staff Meeting</b>                                       |
| <b>2:30pm</b>  | Location: Secretary's Office                               |
| <b>3:00pm</b>  | <b>Assistant Secretaries Weekly Meeting</b>                |
| <b>4:00pm</b>  | Location: Secretary's Conference Room 6151                 |
| <b>4:00pm</b>  | <b>DOI Operations Meeting with Fish Wildlife and Parks</b> |
| <b>5:00pm</b>  | Location: Secretary's Conference Room 6151                 |





WEDNESDAY, JANUARY 23, 2019

---

**Daily Schedule**

- 9:00am**      **Daily Check In**  
Location: Secretary's Office  
*Staff: Willens, Cason, MacGregor, Dermody and Werner*
- 11:00am**      **DOI Operations Meeting – AS/PMB**  
Location: Secretary's Conference Room  
*Staff: Combs*
- 1:00pm**      **Staff Meeting**  
Location: Secretary's Conference Room  
*Staff: MacGregor, Burman, Brown, Williamson, Caramanian*
- 3:00pm**      **External Meeting**  
Location: Conference Room #5160  
*Staff: Willens, MacGregor, Petty*
- 4:30pm**      **External Meeting**  
Location: Secretary's Office  
*Staff: Willens, MacGregor*



THURSDAY, JANUARY 24, 2019

---

**Daily Schedule**

- 9:15am**      **Deputy Secretary Lapse Working Group Meeting**  
Location: EEOB (b) (6)
- 10:30am**      **Monthly Cabinet Affairs S2 Meeting**  
Location: West Wing Roosevelt Room
- 12:00pm**      **Staff Meeting**  
Location: Secretary's Office  
*Staff: MacGregor, Petty, Reilly*
- 1:30pm**      **Staff Meeting**  
Location: Secretary's Office  
*Staff: MacGregor, Balash, Steed, Hammond*
- 3:30pm**      **Governor Call**  
Location: Secretary's Office  
*Staff: MacGregor, Wynn*
- 4:00pm**      **DOI Operations Meeting – AS/WS**  
Location: Secretary's Conference Room #6151  
*Staff: Petty*



FRIDAY, JANUARY 25, 2019

---

**Daily Schedule**

- 9:15am**      **Daily Check In**  
Location: Secretary's Office  
*Staff: Willens, Cason, MacGregor, Demody, and Jorjani*
- 10:00am**      **Check-in with Lori Mashburn**  
Location: Secretary's Office  
*Staff: Mashburn*
- 10:30 am**      **Weekly Meeting with Bill Werkheiser**  
Location: Secretary's Office  
*Staff: Werkheiser*
- 11:30pm**      **Weekly Meeting with Ethics**  
Location: Secretary's Office  
*Staff: Willens, de la Vega*
- 1:00pm**      **DOI Operations Meeting – ASLM**  
Location: Secretary's Conference Room #6151  
*Staff: Balash*
- 3:30pm**      **Meeting with Governor Gordon**  
Location: Secretary's Office  
*Staff: MacGregor, Wynn*



MONDAY, JANUARY 28, 2019

---

**Daily Schedule**

- 9:00am**      **Daily Check In**  
Location: Secretary's Office  
*Staff: Willens, Cason, MacGregor, Dermody, and Jorjani*
- 10:30am**     **Weekly Call with White House**  
Location: Secretary's Office
- 11:00am**     **Weekly Meeting with IG**  
Location: Secretary's Office  
*Staff: Willens*
- 12:00pm**     **Depart for Lunch**
- 12:15pm**     **Lunch**
- 1:15pm**      **Depart Lunch for DOI**
- 2:00pm**      **Security Meeting**  
Location: Secretary's Office  
*Staff: Willens, Knee*
- 3:00pm**      **Assistant Secretaries Weekly Meeting**  
Location: Secretary's Conference Room  
*Staff: Willens*
- 6:00pm**      **Ducks Unlimited Dinner**  
Location: Capitol Hill Club



TUESDAY, JANUARY 29, 2019

---

**Daily Schedule**

- 8:00am**      **Breakfast**  
Location: The Willard
- 9:00am**      **Depart Breakfast for DOI**
- 1:00pm**      **Weekly Politicals Meeting**  
Location: Secretary's Conference Room, 5160  
*Staff: Willens*
- 1:30pm**      **Personal**  
Location: Secretary's Office
- 3:00pm**      **Depart DOI en route to White House**
- 3:30pm**      **White House Meeting**  
Location: Oval Office
- 4:00pm**      **Depart West Wing for DOI**
- 4:15 pm**      **DOI Operations Meeting – Indian Affairs**  
Location: Secretary's Conference Room, 6151  
*Staff: Willens, Sweeney*



WEDNESDAY, JANUARY 30, 2019

---

**Daily Schedule**

- 9:00am Daily Check In**  
Location: Secretary's Office
- 9:30am Depart DOI en route to Cannon House Office Building**
- 10:00am Hill Visit**  
*Staff: Willens, Tanner*
- 11:30am Staff Meeting**  
Location: Secretary's Office  
*Staff: Willens, MacGregor, Combs*
- 1:00pm Bi-Weekly Meeting with SOL**  
Location: Secretary's Conference Room, 6151  
*Staff: Jorjani*
- 2:00pm Staff Meeting**  
Location: DOI Studio, 4041  
*Staff: Bockmeier, Vander Voort, Gillette*
- 3:00pm Call with Governor Ige**  
Location: Secretary's Office  
*Staff: MacGregor, Wynn*
- 4:00 pm DOI Operations Meeting – Insular and International Affairs**  
Location: Secretary's Conference Room, 6151  
*Staff: Willens, MacGregor, Domenech*



THURSDAY, JANUARY 31, 2019

---

### Daily Schedule

- 8:45am**      **Depart DOI en route to EEOB**
- 9:00am**      **Deputy Secretary Post-Lanse Working Group Meeting**  
Location: EEOB (b) (6)
- 10:35am**     **Depart EEOB en route to DOI**
- 11:00am**     **Daily Check In**  
Location: Secretary's Office
- 11:30am**     **Staff Meeting**  
Location: Secretary's Office  
*Staff: Mashburn*
- 12:30pm**     **Call with Deputy Secretary of Energy**  
Location: Secretary's Office  
*Staff: Willens*
- 12:45pm**     **Depart DOI en route to Sterling, VA**
- 1:15pm**      **BSEE/BOEM All Employee Meeting**  
Location: BSEE/BOEM Office, Sterling, VA  
*Staff: Willens, MacGregor, Angelle, Cruickshank*
- 1:45pm**      **Depart Sterling en route to Reston, VA**
- 2:00pm**      **USGS All Employee Meeting**  
Location: USGS Office, Reston, VA  
*Staff: Willens, MacGregor, Reilly*
- 2:30pm**      **Depart Reston en route to BLM M Street**
- 3:15pm**      **BLM All Employee Meeting**  
Location: BLM M Street Office  
*Staff: Willens, MacGregor, Reilly*
- 3:45pm**      **Depart M Street en route to DOI**
- 4:30pm**      **DOI Operations Meeting – Insular and International Affairs**  
Location: Secretary's Conference Room, 6151  
*Staff: Willens, MacGregor, Domenech*



THURSDAY, JANUARY 31, 2019

---

**Daily Schedule**

**8:30am**      **Depart TBD en route to FWS Falls Church**

**9:00am**      **FWS All Employee Meeting**  
Location: FWS Office, Falls Church, VA  
*Staff: Everson*

**9:30am**      **Depart Falls Church en route to DOI**

**10:30am**     **Staff Meeting**  
Location: Secretary's Office  
*Staff: Mashburn*

**1:15pm**      **Staff Meeting**  
Location: Secretary's Office  
*Staff: Willens, Dermody, Hebert*

**2:00pm**      **Call with Governor Newsom (CA)**  
Location: Secretary's Office  
*Staff: MacGregor, Wynn*

**2:30pm**      **Call with Governor Abbott (TX)**  
Location: Secretary's Office  
*Staff: MacGregor, Wynn*

**3:00pm**      **Weekly Staff Meeting**  
Location: Secretary's Office  
*Staff: Werkheiser*

**4:00pm**      **DOI Operations Meeting – Indian Affairs**  
Location: Secretary's Conference Room, 6151  
*Staff: Willens, MacGregor, Sweeney*





MONDAY, FEBRUARY 4, 2019

---

### Daily Schedule

- 9:00am**      **Daily Check In**  
Location: Secretary's Office
- 9:30am**      **Staff Meeting**  
Location: Secretary's Office  
*Staff: Mikkelsen*
- 10:00am**      **Staff Meeting**  
Location: Secretary's Office  
*Staff: Willens, MacGregor, Everson, Beaumont*
- 10:30pm**      **Weekly Call with the White House**  
Location: Secretary's Office
- 11:00am**      **Staff Meeting**  
Location: Secretary's Office  
*Staff: Howke*
- 11:15am**      **Staff Meeting**  
Location: Secretary's Office  
*Staff: MacGregor, Bockmier*
- 11:30am**      **Staff Meeting**  
Location: Secretary's Office  
*Staff: MacGregor, Steed*
- 12:00pm**      **Brown Bag Check In**  
Location: Secretary's Office
- 1:00pm**      **Staff Meeting**  
Location: DOI Studio, 4041  
*Staff: Vander Voort, Gilette*
- 2:00pm**      **Call with Governor Ige (HI)**  
Location: Secretary's Office  
*Staff: Willens, Wynn*
- 2:30pm**      **Call with Governor Bryan (VI)**  
Location: Secretary's Office  
*Staff: Willens, MacGregor, Domenech*



MONDAY, FEBRUARY 4, 2019

---

- 3:00pm**      **Assistant Secretaries Weekly Meeting**  
Location: Secretary's Conference Room, 6151
- 4:00pm**      **Staff Meeting**  
Location: Secretary's Office  
*Staff: MacGregor, Smith*
- 4:30pm**      **Call with Governor DeSantis (FL)**  
Location: Secretary's Office  
*Staff: Willens, MacGregor, Wynn*
- 5:00pm**      **Staff Meeting**  
Location: Secretary's Office  
*Staff: Willens, Downs*



TUESDAY, FEBRUARY 5, 2019

---

### Daily Schedule

- 9:00am**      **Daily Check In**  
Location: Secretary's Office
- 9:30am**      **Staff Meeting**  
Location: Secretary's Office  
*Staff: Howke*
- 10:00am**      **Staff Meeting**  
Location: Secretary's Office  
*Staff: Steed*
- 10:15am**      **Staff Meeting**  
Location: Secretary's Office  
*Staff: Everson, Beaumont*
- 10:30pm**      **Staff Meeting**  
Location: Secretary's Office  
*Staff: Limon, Mack*
- 11:00am**      **Call with Governor Herbert (UT)**  
Location: Secretary's Office  
*Staff: Willens, Wynn*
- 11:30am**      **Call with Governor Sisolak (NV)**  
Location: Secretary's Office  
*Staff: Willens, MacGregor, Wynn*
- 1:00pm**      **Weekly Politicals Meeting**  
Location: Secretary's Conference Room, 5160
- 2:00pm**      **Call with Governor DeSantis (FL)**  
Location: Secretary's Office  
*Staff: Willens, MacGregor, Wynn*
- 2:30pm**      **Staff Meeting**  
Location: Secretary's Office  
*Staff: Smith*
- 3:00pm**      **Executive Resources Board Meeting**  
Location: Secretary's Office



TUESDAY, FEBRUARY 5, 2019

---

**4:00pm**      **DOI Operations Meeting – Fish, Wildlife, and Parks**

Location: Secretary's Conference Room, 6151

Staff: *Travnicek, Willens, MacGregor*

**6:00pm**      **State of the Union**

Location: Chamber of the House of Representatives



FRIDAY, FEBRUARY 8, 2019

---

**Daily Schedule**

- 9:40am**      **Depart DOI en route to White House**
- 10:00am**      **External Meeting**  
Location: White House Situation Room
- 11:30am**      **External Meeting**  
Location: White House West Wing Upper Press
- 12:00pm**      **Depart WH en route to DOE**
- 12:15pm**      **External Lunch Meeting**  
Location: Department of Energy
- 1:30pm**      **Depart DOE en route to DOI**
- 2:00pm**      **Bi-Weekly Meeting with Inspector General**  
Location: Secretary's Office  
Staff: *Willens*
- 2:45pm**      **Media**  
Location: Secretary's Office  
Staff: *Willens, Bockmier, Vander Voort*
- 3:00pm**      **Executive Resources Board Meeting**  
Location: Secretary's Office  
Staff: *Willens*
- 4:00pm**      **Weekly Meeting with Ethics**  
Location: Secretary's Office  
Staff: *Combs*
- 4:30pm**      **Speech Prep**  
Location: Secretary's Office  
Staff: *Bockmier, Nachmany*



MONDAY, FEBRUARY 11, 2019

---

**Daily Schedule**

- 9:00am**      **Daily Check In**  
Location: Secretary's Office
- 9:30am**      **DOI Operations Meeting – Policy, Management, and Budget**  
Location: Secretary's Conference Room, 6151  
*Staff: Combs*
- 10:30am**     **Weekly Call with the White House**  
Location: Secretary's Office
- 11:00am**     **Call with Governor Bullock (MT)**  
Location: Secretary's Office  
*Staff: Wynn*
- 12:00pm**     **Weekly Brown-Bag Check In**  
Location: Secretary's Office
- 1:00pm**      **Staff Meeting**  
Location: DOI Studio 4041  
*Staff: Bockmier, Vander Voort, Gillette*
- 3:00pm**      **Weekly Assistant Secretaries Meeting**  
Location: Secretary's Conference Room, 6151  
*Staff: Willens, MacGregor*
- 4:00pm**      **Call with Governor Dunleavy (AK)**  
Location: Secretary's Office  
*Staff: MacGregor, Wynn*
- 4:30pm**      **External Meeting**  
Location: Secretary's Office  
*Staff: Willens, MacGregor*



TUESDAY, FEBRUARY 12, 2019

---

### Daily Schedule

- 9:00am**      **Daily Check In**  
Location: Secretary's Office
- 10:30am**     **Depart DOI en route to West Wing**
- 11:00am**     **Cabinet Meeting**
- 12:35pm**     **Depart White House en route to Rayburn**
- 1:00pm**      **Meeting with Western Caucus**  
Location: Rayburn House Office Building, Room 2247  
Staff: *Willens, Thiele*
- 2:00pm**      **Depart Rayburn en route to DOI**
- 3:00pm**      **Staff Meeting**  
Location: Secretary's Office  
Staff: *Moody, Kindred*
- 3:30pm**      **Staff Meeting**  
Location: Secretary's Office  
Staff: *Travnicek, Smith*
- 4:00pm**      **DOI Operations Meeting – Water and Science**  
Location: Secretary's Conference Room, 6151  
Staff: *Petty*
- 5:15pm**      **Depart White House en route to VP Residence**
- 5:45pm**      **Reception**  
Location: VP Residence



WEDNESDAY, FEBRUARY 13, 2019

---

**Daily Schedule**

- 8:30am Staff Meeting**  
Location: Secretary's Office  
*Staff: Smith, Litterst*
- 9:30am Depart DOI en route to Capitol Hilton**
- 10:00am Remarks to National Congress of American Indians**  
Location: Capitol Hilton  
*Staff: Sweeney, Bockmier, Vander Voort, Darling, Heilemann*
- 11:15pm Depart Capitol Hilton en route to DOI**
- 11:30am Meeting with Rocky Mountain Elk and US Sportsmen Alliance**  
Location: Secretary's Office  
*Staff: Cassidy*
- 1:00pm Bi-Weekly Meeting with SOL**  
Location: Secretary's Conference Room, 6151  
*Staff: Jorjani*
- 2:00pm Meeting with Northeast Fishery Sector 13**  
Location: Secretary's Office  
*Staff: Willens, MacGregor, Cassidy*
- 3:00pm Meeting with The Corps Network**  
Location: Secretary's Office  
*Staff: Willens, Cassidy*
- 4:00pm DOI Operations Meeting – Insular and International Affairs**  
Location: Secretary's Conference Room, 6151  
*Staff: Domenech*
- 5:00pm Call with Rep. Newhouse**  
Location: Secretary's Office  
*Staff: Willens, Tanner*





THURSDAY, FEBRUARY 14, 2019

---

## Daily Schedule

- 9:00am**      **Daily Check In**  
Location: Secretary's Office
- 9:30am**      **Call with Rep. Calvert**  
Location: Secretary's Office  
Staff: *Willens, MacGregor, Tanner*
- 10:00am**      **Staff Meeting**  
Location: Secretary's Office  
Staff: *Bockmier, Dermody, Cassidy*
- 11:00am**      **Staff Meeting**  
Location: Secretary's Office  
Staff: *Jorjani, Relat, Rojewski, Relat*
- 11:30am**      **Weekly Meeting with Ethics**  
Location: Secretary's Office  
Staff: *Willens, Jorjani, de la Vega*
- 12:00pm**      **Staff Meeting/Brown Bag Lunch**  
Location: Secretary's Office  
Staff: *Vela*
- 1:00pm**      **Call with Association of Fish and Wildlife Agencies**  
Location: Secretary's Office  
Staff: *Travnicek, Everson, Cassidy*
- 1:30pm**      **Staff Meeting**  
Location: Secretary's Office  
Staff: *Willens, Kindred, Wackowski*
- 2:00pm**      **Call with Moffat and Garfield County, CO Commissioners**  
Location: Secretary's Office  
Staff: *MacGregor, Wynn*
- 2:30pm**      **Staff Meeting**  
Location: Secretary's Office  
Staff: *Jorjani, Tanner, Relat*



THURSDAY, FEBRUARY 14, 2019

---

- 3:30pm**      **Alton Coal Signing Ceremony**  
Location: Secretary's Office  
*Staff: Thiele, Bockmier, Vander Voort, Heilemann*
- 4:00pm**      **DOI Operations Meeting – Land and Minerals Management**  
Location: Secretary's Conference Room, 6151  
*Staff: Balash*
- 5:00pm**      **Staff Meeting**  
Location: Secretary's Office  
*Staff: Willens, Scherer*



FRIDAY, FEBRUARY 15, 2019

---

### Daily Schedule

- 9:00am**      **Daily Check In**  
Location: Secretary's Office
- 9:30am**      **Staff Meeting**  
Location: Secretary's Office  
*Staff: Downs*
- 9:45am**      **Weekly Meeting with Ethics**  
Location: Secretary's Office  
*Staff: Willens, Jorjani, de la Vega*
- 10:30am**     **Weekly Staff Meeting**  
Location: Secretary's Office  
*Staff: Werkheiser*
- 11:20am**     **Staff Briefing**  
Location: Secretary's Office  
*Staff: Willens, MacGregor, Wynn, Travnicek*
- 11:30am**     **Call with Gov. Burgum (ND)**  
Location: Secretary's Office  
*Staff: Willens, MacGregor, Wynn, Travnicek*
- 12:20pm**     **Staff Briefing**  
Location: Secretary's Office  
*Staff: Willens, MacGregor, Travnicek, Wynn, Everson, Steed, Cassidy*
- 12:30pm**     **Brown Bag Lunch**  
Location: South Penthouse  
*Staff: Willens, MacGregor, Travnicek, Wynn, Everson, Steed, Cassidy, Heilemann*
- 1:30pm**      **Staff Meeting**  
Location: Secretary's Office  
*Staff: Dermody, Nachmany*
- 2:00pm**      **Staff Meeting**  
Location: Secretary's Office  
*Staff: Bockmier, Newell, Vander Voort, Hinson, Nachmany*



FRIDAY, FEBRUARY 15, 2019

---

**3:00pm**      **Staff Meeting**  
Location: Secretary's Conference Room, 5160

**4:00pm**      **Staff Meeting**  
Location: Secretary's Office  
*Staff: Willens, Combs, Gordon*



TUESDAY, FEBRUARY 19, 2019

---

### Daily Schedule

- 8:50am Staff Briefing**  
Location: Secretary's Office  
Staff: Willens, MacGregor, Wynn
- 9:00am Call with Gov. DeSantis (FL)**  
Location: Secretary's Office  
Staff: MacGregor, Wynn
- 9:30am Daily Check In**  
Location: Secretary's Conference Room, 6151
- 10:00am Staff Meeting**  
Location: Secretary's Office  
Staff: Balash
- 10:30am External Call/Intergovernmental**  
Location: Secretary's Office
- 11:15am Weekly Brown Bag Check In**  
Location: Secretary's Office  
Staff: Willens, MacGregor, Cason
- 12:15pm Depart DOI en route to White House**
- 12:30pm External Meeting/Intergovernmental**  
Location: EEOB
- 1:30pm Depart White House en route to DOI**
- 2:00pm Staff Meeting**  
Location: Secretary's Office  
Staff: Willens, MacGregor, Petty, Reilly
- 3:00pm Assistant Secretaries Weekly Meeting**  
Location: Secretary's Conference Room, 6151
- 4:00pm DOI Operations – Fish, Wildlife, and Parks**  
Location: Secretary's Conference Room, 6151  
Staff: Willens, MacGregor, Travnicek
- 5:00pm DOI Operations – Indian Affairs**  
Location: Secretary's Conference Room, 6151  
Staff: MacGregor, Sweeney



THURSDAY, FEBRUARY 21, 2019

---

### Daily Schedule

- 9:00am**      **Daily Check In**  
Location: Secretary's Conference Room, 6151
- 9:30am**      **Staff Meeting**  
Location: Secretary's Office  
*Staff: Willens, Combs*
- 9:50am**      **Staff Briefing**  
Location: Secretary's Office  
*Staff: Willens, Domenech*
- 10:00am**     **Meeting with Governor Torres (CNMI)**  
Location: Secretary's Office  
*Staff: Willens, Domenech*
- 10:30am**     **Staff Meeting**  
Location: Secretary's Office  
*Staff: Relat*
- 10:50am**     **Staff Briefing**  
Location: Secretary's Office  
*Staff: Willens, MacGregor, Everson, Wynn, Cassidy*
- 11:00am**     **Meeting with NFWF Executive Director Jeff Trandahl**  
Location: Secretary's Office  
*Staff: Willens, MacGregor, Everson, Wynn, Cassidy*
- 11:30am**     **Staff Meeting**  
Location: Secretary's Office  
*Staff: Willens, Everson*
- 11:45am**     **Staff Meeting**  
Location: Secretary's Office  
*Staff: Willens, Voyles*
- 12:45pm**     **Staff Meeting**  
Location: Secretary's Office  
*Staff: Bockmier, Newell, Vander Voort, Hinson, Nachmany*



THURSDAY, FEBRUARY 21, 2019

---

- 2:00pm**      **Media**  
Location: Secretary's Office  
*Staff: Vander Voort*
- 2:30pm**      **Staff Meeting**  
Location: Secretary's Office  
*Staff: MacGregor, Balash*
- 2:45pm**      **Staff Meeting**  
Location: Secretary's Office  
*Staff: Cason, Jorjani*
- TBD**          **Depart DOI en route to White House**
- 5:00pm**      **Reception of National African American History Month**  
Location: The White House



FRIDAY, FEBRUARY 22, 2019

---

### Daily Schedule

- 9:00am**      **Daily Check In**  
Location: Secretary's Conference Room, 6151
- 10:00am**      **Staff Meeting**  
Location: Secretary's Office  
*Staff: MacGregor, Steed*
- 10:45am**      **Depart DOI en route to White House**
- 11:00am**      **External Meeting/Intergovernmental**  
Location: White House
- 12:35pm**      **Depart White House en route to DOI**
- 1:00pm**      **DOI Operations Meeting – Policy, Management, and Budget**  
Location: Secretary's Office  
*Staff: Combs*
- 2:05pm**      **Staff Briefing**  
Location: Secretary's Office  
*Staff: Willens, MacGregor, Wynn*
- 2:15pm**      **Meeting with Gov. Polis (CO)**  
Location: Secretary's Office  
*Staff: Willens, MacGregor, Wynn, Heilemann*
- 2:45pm**      **Weekly Staff Meeting**  
Location: Secretary's Office  
*Staff: Werkheiser*
- 3:45pm**      **Bi-Weekly Meeting with Inspector General**  
Location: Secretary's Office
- 4:30pm**      **Weekly Meeting with Ethics**  
Location: Secretary's Office  
*Staff: de la Vega*
- 5:00pm**      **Staff Meeting**  
Location: Secretary's Office  
*Staff: Willens, Relat*





FRIDAY, FEBRUARY 22, 2019

---

**5:30pm**

**Staff Meeting**

Location: Secretary's Office

Staff: *Willens, Renkes*



SUNDAY, FEBRUARY 24, 2019

---

**Daily Schedule**

- 6:30am**      **Depart residence en route to EPA**
- 7:00am**      **WGA's Annual Breakfast Meeting**  
Location: EPA 3<sup>rd</sup> Floor Green Room  
Staff: *MacGregor*
- 9:00am**      **Depart EPA en route to DOI**
- 9:45am**      **Staff Briefing**  
Location: Secretary's Office  
Staff: *Willens, MacGregor, Williams, Renkes, Budd-Falen*
- 10:15am**     **Meeting with Gov. Gordon (WY)**  
Location: Secretary's Office  
Staff: *Willens, MacGregor, Williams, Renkes, Budd-Falen, Everson, Heilemann*
- 11:15am**     **Staff Briefing**  
Location: Secretary's Office  
Staff: *Willens, MacGregor, Petty, Williams, Renkes*
- 11:30am**     **Meeting with Gov. Little (ID)**  
Location: Secretary's Office  
Staff: *Willens, MacGregor, Petty, Williams, Renkes*
- 6:30am**      **Depart residence en route to White House**
- 6:00pm**      **Dinner**  
Location: White House  
Note: *Arrive no later than 6:15 pm.*



MONDAY, FEBRUARY 25, 2019

---

**Daily Schedule**

- 7:15am**      **Depart residence en route to White House**
- 7:45am**      **Governor's Breakfast Reception**  
Location: White House East Room
- 10:00am**     **Daily Check In**  
Location: Secretary's Conference Room, 6151
- 11:50pm**     **Staff Briefing**  
Location: Secretary's Office  
*Staff: Willens, MacGregor, Petty, Wynn*
- 12:00pm**     **Meeting with Gov. Newsom (CA)**  
Location: Secretary's Office  
*Staff: Willens, MacGregor, Petty, Wynn, Tanner, Heilemann*
- 12:40pm**     **Depart DOI en route to EEOB Room 350**
- 1:30pm**      **Interagency Group on Insular Affairs (IGIA) Meeting**  
Location: EEOB (b) (6)



TUESDAY, FEBRUARY 26, 2019

---

### Daily Schedule

- 9:00am Daily Check In**  
Location: Secretary's Conference Room, 6151
- 10:00am Staff Meeting**  
Location: Secretary's Office  
*Staff: Willens, MacGregor, Stemler*
- 10:30am Staff Meeting**  
Location: Secretary's Office  
*Staff: Tanner, Renkes*
- 10:50am Staff Briefing**  
Location: Secretary's Office  
*Staff: Willens, MacGregor, Rojewski*
- 11:00am Call with Rep. Calvert**  
Location: Secretary's Office  
*Staff: Willens, MacGregor, Rojewski*
- 11:30am External Meeting/Intergovernmental**  
Location: Secretary's Office  
*Staff: Willens*
- 1:00pm Weekly Politicals Meeting**  
Location: Secretary's Conference Room, 5160
- 2:00pm Staff Meeting**  
Location: Secretary's Office  
*Staff: Willens, MacGregor, Balash*
- 2:30pm Staff Meeting**  
Location: Secretary's Office  
*Staff: Willens, MacGregor, Cason, Jorjani*
- 3:00pm Assistant Secretaries Weekly Meeting**  
Location: Secretary's Conference Room, 6151



WEDNESDAY, FEBRUARY 27, 2019

---

### Daily Schedule

- 9:00am Daily Check In**  
Location: Secretary's Conference Room, 6151
- 9:30am Staff Meeting**  
Location: Secretary's Office  
Staff: *Willens, MacGregor, Nedd*
- 10:50am Staff Briefing**  
Location: Secretary's Office  
Staff: *Willens, MacGregor, Wynn, Swift*
- 11:00am Meeting with Outdoor Recreation Roundtable**  
Location: Secretary's Office  
Staff: *Willens, MacGregor, Wynn, Swift, Heilemann*
- 11:30am Staff Meeting**  
Location: Secretary's Office  
Staff: *Jorjani, de la Vega, Gottry, McDonnell, Keable, Murphy*
- 1:15pm External Lunch Meeting**  
Location: Secretary's Office
- 2:20pm Staff Briefing**  
Location: Secretary's Office  
Staff: *Willens, MacGregor, Wynn, Everson*
- 2:30pm Meeting with NFWF**  
Location: Secretary's Office  
Staff: *Willens, MacGregor, Wynn, Everson*
- 3:00pm Bi-Weekly Meeting with SOL**  
Location: Secretary's Conference Room, 6151  
Staff: *Jorjani*
- 4:00pm DOI Operations Meeting – Insular and International Affairs**  
Location: Secretary's Conference Room, 6151  
Staff: *Domenech*



THURSDAY, FEBRUARY 28, 2019

---

**Daily Schedule**

- 8:45am**      **Depart DOI en route to the Willard**
- 9:00am**      **NPF Board Meeting**  
Location: InterContinental The Willard  
Staff: *Patterson*
- 9:30am**      **Depart the Willard en route to DOI**
- 10:30am**     **Staff Meeting**  
Location: Secretary's Office  
Staff: *Skipwith*
- 11:00am**     **Staff Meeting**  
Location: Secretary's Office  
Staff: *Rojewski, Renkes, Tanner, Salotti, Quinn, Barkin*
- 12:00pm**     **Staff Lunch**  
Location: Secretary's Office  
Staff: *Burman*
- 1:30pm**      **Weekly Meeting with Ethics**  
Location: Secretary's Office  
Staff: *Willens, Jorjani, de la Vega*
- 3:00pm**      **Staff Meeting**  
Location: Secretary's Office  
Staff: *Willens, Patterson*



FRIDAY, MARCH 1, 2019

---

### Daily Schedule

- 9:00am**      **Daily Check In**  
Location: Secretary's Conference Room, 6151
- 9:50am**      **Staff Briefing**  
Location: Secretary's Office  
*Staff: Willens, MacGregor, Wynn*
- 10:00am**      **Meeting with Rural County Representatives of California**  
Location: Secretary's Conference Room, 5160  
*Staff: Willens, MacGregor, Wynn, Petty, Steed, Heilemann*
- 10:30am**      **Weekly Staff Meeting**  
Location: Secretary's Office  
*Staff: Werkheiser*
- 11:00am**      **DOI Operations Meeting – Land and Minerals Management**  
Location: Secretary's Conference Room, 6151  
*Staff: Balash*
- 12:00pm**      **Weekly Brown Bag Check In**  
Location: Secretary's Office  
*Staff: Willens, MacGregor, Cason*
- 1:00pm**      **Staff Briefing**  
Location: Secretary's Office  
*Staff: MacGregor, Werkheiser, Reilly, Everson, Cason*
- 2:00pm**      **Weekly Meeting with Ethics**  
Location: Secretary's Office  
*Staff: Jorjani, de la Vega*
- 2:30pm**      **Staff Meeting**  
Location: Secretary's Office  
*Staff: Willens, MacGregor, Balash*
- 3:00pm**      **DOI Operations Meeting – Water and Science**  
Location: Secretary's Conference Room, 6151  
*Staff: Petty*



MONDAY, MARCH 11, 2019

---

**Daily Schedule**

- 9:00am**      **Daily Check-In**  
Location: Secretary's Conference Room, 6151
- 9:45am**      **Depart DOI**
- 10:15am**     **Personal**
- 11:15am**     **Depart en route to DOI**
- 12:00pm**     **Weekly Brown Bag Check In**  
Location: Secretary's Office  
*Staff: Willens, MacGregor, Cason*
- 1:00pm**      **DOI Operations Meeting – Insular and International Affairs**  
Location: Secretary's Conference Room, 6151  
*Staff: Domenech*
- 2:00pm**      **Staff Meeting**  
Location: Secretary's Office  
*Staff: Willens, MacGregor, Mikkelsen*
- 3:00pm**      **Weekly Assistant Secretaries Meeting**  
Location: Secretary's Conference Room, 6151





TUESDAY, MARCH 12, 2019

---

### Daily Schedule

- 9:00am Daily Check-In**  
Location: Secretary's Conference Room, 6151
- 9:50am Staff Briefing**  
Location: Secretary's Office  
*Staff: MacGregor, Williams*
- 10:00am Drop By Meeting with Western States Land Commissioners Association**  
Location: Secretary's Conference Room, 5160  
*Staff: Williams*
- 10:50am Staff Briefing**  
Location: Secretary's Office  
*Staff: MacGregor, Wynn*
- 11:00am External Meeting**  
Location: Secretary's Office  
*Staff: MacGregor, Wynn*
- 11:45am Drop By Meeting with Colorado Preserve American Youth Summit**  
Location: Room 3114  
*Staff: Travnicek, Heilemann*
- 12:30pm External Meeting/Intergovernmental**  
Location: Secretary's Office
- 1:15pm Depart DOI en route to White House**
- 1:45pm External Event**  
Location: Oval Office
- 2:45pm Depart White House en route to DOI**
- 3:50pm Staff Briefing**  
Location: Secretary's Office  
*Staff: MacGregor, Williams*
- 4:00pm Meeting with American Sheep Industry Association**  
Location: Secretary's Conference Room, 5160  
*Staff: Williams*



TUESDAY, MARCH 12, 2019

---

**4:45pm**      **Depart DOI en route to Hart Senate Office Building**

**5:15pm**      **External Meeting/Intergovernmental**  
Location: Hart Senate Office Building



WEDNESDAY, MARCH 13, 2019

---

**Daily Schedule**

- 9:10am**      **Depart DOI en route to Hart Senate Office Building**
- 9:30pm**      **External Meeting/Intergovernmental**  
Location: Hart Senate Office Building  
*Staff: Tanner*
- 10:30am**     **Depart Hart Senate Office Building en route to DOI**
- 1:00pm**      **Bi-Weekly Meeting with SOL**  
Location: Secretary's Conference Room, 5160  
*Staff: Jorjani*
- 2:15pm**      **Depart DOI en route to Russell Senate Office Building**
- 2:30pm**      **External Meeting/Intergovernmental**  
Location: Russell Senate Office Building  
*Staff: Tanner*
- 3:30pm**      **Depart Russell Senate Office Building en route to DOI**
- 4:00pm**      **Weekly Meeting with Ethics**  
Location: Secretary's Office  
*Staff: Jorjani, de la Vega*
- 5:00pm**      **Weekly Staff Meeting**  
Location: Secretary's Office  
*Staff: Werkheiser*



MONDAY, MARCH 4, 2019

---

### Daily Schedule

- 9:00am**      **Daily Check In**  
Location: Secretary's Conference Room, 6151
- 9:50am**      **Staff Briefing**  
Location: Secretary's Office  
*Staff: Willens, Travnicek*
- 10:00am**      **Meeting with Trust for the National Mall**  
Location: Secretary's Office  
*Staff: Willens, Travnicek*
- 10:30am**      **(Tentative) Staff Meeting**  
Location: Secretary's Office  
*Staff: Balash*
- 12:00pm**      **Weekly Brown Bag Check In**  
Location: Secretary's Office  
*Staff: Willens, Cason*
- 1:00pm**      **Assistant Secretaries Weekly Meeting**  
Location: Secretary's Conference Room, 6151
- 2:50pm**      **Staff Briefing**  
Location: Secretary's Office  
*Staff: Willens, Wynn, Kaster*
- 3:00pm**      **Meeting with Colorado Counties**  
Location: South Penthouse  
*Staff: Willens, Wynn, Kaster, Heilemann*



TUESDAY, MARCH 5, 2019

---

**Daily Schedule**

- 9:20am Staff Briefing**  
Location: Secretary's Office  
*Staff: Travnicek, Balash, Wynn, Lawkowski*
- 9:30am Meeting with Wyoming County Commissioners**  
Location: Secretary's Conference Room, 5160  
*Staff: Travnicek, Balash, Wynn, Lawkowski*
- 10:20am Staff Briefing**  
Location: Secretary's Office  
*Staff: Wynn, Kaster, Younger*
- 10:30am Meeting with Garfield and Moffat County Commissioners**  
Location: Secretary's Office  
*Staff: Wynn, Kaster, Younger*
- 11:30am Staff Meeting**  
Location: Secretary's Office  
*Staff: Balash*
- 12:00pm Staff Briefing**  
Location: Secretary's Office  
*Staff: Willens, Limon, Mack*
- 1:00pm Weekly Politicals Meeting**  
Location: Secretary's Conference Room, 5160
- 2:40pm Depart DOI en route to DCA**
- 3:45pm United #2104 DCA to DEN**
- RON Denver, CO**



THURSDAY, MARCH 7, 2019

---

**Daily Schedule**

**8:15am MT**    **United #1767 DEN to DCA**

**1:45pm ET**    **Depart DCA en route to DOI**

**2:30pm**        **Meeting with PERC**  
Location: Secretary's Office  
*Staff: MacGregor, Wynn*

**3:30pm**        **DOI Operations Meeting – Indian Affairs**  
Location: Secretary's Conference Room, 6151  
*Staff: Sweeney*



FRIDAY, MARCH 8, 2019

---

### Daily Schedule

- 9:00am**      **Daily Check-In**  
Location: Secretary's Conference Room, 6151
- 9:30am**      **DOI Operations Meeting – Fish, Wildlife and Parks**  
Location: Secretary's Conference Room, 6151  
*Staff: Tranicek*
- 10:30am**     **Weekly Staff Meeting**  
Location: Secretary's Office  
*Staff: Werkheiser*
- 12:30pm**    **Staff Meeting**  
Location: Secretary's Office  
*Staff: Willens, Cason, Renkes*
- 1:00pm**      **Weekly Meeting with Ethics**  
Location: Secretary's Office  
*Staff: Willens, Jorjani, de la Vega*
- 1:45pm**      **DOI Operations Meeting – Policy, Management and Budget**  
Location: Secretary's Conference Room, 6151  
*Staff: Combs*
- 2:45pm**      **Staff Meeting**  
Location: Secretary's Office  
*Staff: Relat*
- 3:00pm**      **ERB Meeting**  
Location: Secretary's Office  
*Staff: Willens, MacGregor*
- 4:00pm**      **Bi-Weekly Meeting with Inspector General**  
Location: Secretary's Office  
*Staff: Willens*
- 4:45pm**      **Staff Meeting**  
Location: Secretary's Office  
*Staff: MacGregor, Younger*