March 29, 2021
Monday

8:00 AM - 8:15 AM  PICK-UP/TRAVEL: Residence---DOI

8:45 AM - 9:00 AM  DAILY CHECK-IN: Chief of Staff -- Microsoft Teams Meeting

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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

Join on your computer or mobile app

Click here to join the meeting

Learn More | Meeting options
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://Join ZoomGov Meeting
(b)(5)cci
Meeting ID: (b)(5)cci
Passcode: (b)(5)cci
One tap mobile
(b)(5)cci US (San Jose)
(b)(5)cci US (New York)
Dial by your location
(b)(5)cci US (San Jose)
(b)(5)cci US (New York)
(b)(5)cci US (San Jose)
(b)(5)cci US
Meeting ID: (b)(5)cci
Passcode: (b)(5)cci
Find your local number: (b)(5)cci
Join by SIP
(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

2:45 PM - 3:00 PM  DEPART/TRAVEL: DOI--- PERSONAL -- (b)(5)cci

3:00 PM - 4:00 PM  PERSONAL - (b)(6)

4:00 PM - 4:10 PM  DEPART/TRAVEL: PERSONAL--- Residence -- (b)(6), (6) (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)
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
Click here to join the meeting
Learn More | Meeting options

__________________________________________________________________________

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 policies, plans, and programs.

-  

Briefers: DOI Office of Emergency Management

Emily Price
Assistant Director
Continuity Programs Division

emily_price@ios.doi.gov
March 30, 2021 Continued
Tuesday

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

Click here to join the meeting
Learn More | Meeting options
<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1:00 PM</td>
<td>MEETING: Senior Executive Service -- 4th Floor Studio, 4041 East</td>
</tr>
<tr>
<td>2:15 PM</td>
<td>PREP: DOI Woman’s History Month Event -- Microsoft Teams Meeting</td>
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<tr>
<td>2:30 PM</td>
<td>OPENING REMARKS: DOI Woman’s History Month Event SPEECH LENGTH: 5-10mins -- Zoom</td>
</tr>
<tr>
<td>3:30 PM</td>
<td>PREP: PPO Woman’s History Month -- Microsoft Teams Meeting</td>
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Microsoft Teams meeting

Join on your computer or mobile app

Click here to join the meeting

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: [b](5)cci

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: [b](6) [b](6)

Additional Notes:

- Zoom Email Registration: Molly_Callaghan@ios.doi.gov

- To Cancel This Registration

You can cancel your registration at any time.
<table>
<thead>
<tr>
<th>Time</th>
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<tr>
<td><strong>4:30 PM - 4:45 PM</strong></td>
<td>PREP: Sec. Buttigieg Courtesy Call -- Microsoft Teams Meeting</td>
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<td></td>
<td>Microsoft Teams meeting</td>
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<td><strong>Join on your computer or mobile app</strong></td>
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<td>Click here to join the meeting</td>
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<td>Learn More</td>
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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)                                                            |
|                       | United States, Spokane                                                            |
|                       | Phone Conference ID: (b)(5)                                                        |
|                       | 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**                                           |
|                       | Click here to join the meeting                                                    |
|                       | Learn More | Meeting options                       |
March 31, 2021  
Wednesday  

8:00 AM - 8:15 AM  
PICK-UP/TRAVEL: Residence---DOI ---  

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:  
Secretary Meeting Link:  
Or  
Secretary Dial-in Option:  
US:  

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  

9:30 AM - 10:00 AM  
WEEKLY MEETING: Office of the Executive Secretariat & Regulatory Affairs -- Microsoft Teams Meeting  
Richard_Cardinale@ios.doi.gov  
Mobile:  
Direct: 202-219-7724  

Microsoft Teams meeting
March 31, 2021 Continued
Wednesday

Join on your computer or mobile app

Click here to join the meeting
Learn More | Meeting options

10:00 AM - 10:10 AM
DEPART/TRAVEL: DOI--- National Museum of the American Indian, 4th St SW

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

Join on your computer or mobile app

Click here to join the meeting

Learn More | Meeting options

12:30 PM - 1:00 PM
LUNCH
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 Triebsch**, Chief of Staff, Office of the Assistant Secretary

Microsoft Teams meeting

**Join on your computer or mobile app**

[Click here to join the meeting]

[Learn More] | [Meeting options]

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:
Secretary ZoomGov Meeting: Click Here
Meeting ID: [REDACTED]
Passcode: [REDACTED]
OR
One tap mobile
Dial: [REDACTED] [REDACTED] [REDACTED]

Staff Lead:
Jennifer

Event Contact:
Morgan Mohr

3:50 PM - 4:00 PM
DEPART/TRAVEL: DOI--- The White House -- [REDACTED]

4:00 PM - 4:10 PM

4:10 PM - 4:20 PM
PICK-UP: White House Hard Pass -- The White House,
<table>
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<td>4:30 PM - 4:45 PM</td>
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</tbody>
</table>
| 5:00 PM - 6:00 PM | MEETING: discuss WH Council on Native American Affairs --- Microsoft Teams Meeting  
*5:30pm: Secretary Logs-on |
| 6:15 PM - 7:15 PM | PERSONAL: Dinner --- (b) (6)                                             |