

**From:** Stevenson, Jennifer  
**To:** [Randal Bowman](#)  
**Subject:** Assistance with mail in comments - Julia Bennett  
**Date:** Wednesday, May 10, 2017 7:54:23 AM

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Good morning Randy,

My office mate, who just started with the government, would like to be a part of the team that handles mail-in comments.

She arrives around 6:30 AM and is willing to pick up mail from the mail room and start sorting or any other task that needs to be done. She's proficient in Microsoft Office and can assist with keeping track of volume as well.

I wasn't sure if you already had a team in place. If not, she would like to be a part of it.

Jennifer

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