<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>House and Senate IN Session</td>
</tr>
<tr>
<td>9:00 AM - 10:00 AM</td>
<td>Scheduling Meeting -- 221-A</td>
</tr>
<tr>
<td>4:30 PM - 5:00 PM</td>
<td>catch up -- 208-A</td>
</tr>
<tr>
<td>Time</td>
<td>Event</td>
</tr>
<tr>
<td>---------------------</td>
<td>------------------------------</td>
</tr>
<tr>
<td>All Day</td>
<td>House and Senate IN Session</td>
</tr>
<tr>
<td></td>
<td>Please See Above</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>Kansas City Travel</td>
</tr>
</tbody>
</table>
## Ticket Receipt

**Total Amount:** 498.60 USD

This ticket information applies to the following trip(s):

- Delta Air Lines Flight 882 from Washington DC to Atlanta GA on April 26
- Delta Air Lines Flight 1250 from Atlanta GA to Kansas City MO on April 26
- Delta Air Lines Flight 2185 from Kansas City MO to Atlanta GA on April 29
- Delta Air Lines Flight 2349 from Atlanta GA to Washington DC on April 29

**Electronic Ticket Number:** 0067920018756

**Invoice Number:** EZ0154947

**Ticket Amount:** 495.00 USD

**Form of Payment:** VI**********3392

## Travel Summary – Agency Record Locator NCBDEKE

### Traveler

YOUNG / LARRY C

### Reference number by traveler: ADQET8

<table>
<thead>
<tr>
<th>Date</th>
<th>From/To</th>
<th>Status</th>
<th>Depart/Arrive</th>
<th>Class/Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>04/26/2017</td>
<td>DCA-ATL</td>
<td>DL 882</td>
<td>Confirmed 08:45 AM</td>
<td>Economy / U</td>
</tr>
<tr>
<td>04/26/2017</td>
<td>ATL-MCI</td>
<td>DL 1250</td>
<td>Confirmed 12:05 PM</td>
<td>Economy / U</td>
</tr>
<tr>
<td>04/26/2017</td>
<td>MKC</td>
<td>[ ] (6)</td>
<td>Confirmed 04/26-04/29</td>
<td>Economy / U</td>
</tr>
<tr>
<td>04/29/2017</td>
<td>MCI-ATL</td>
<td>DL 2185</td>
<td>Confirmed 08:15 AM</td>
<td>Economy / U</td>
</tr>
<tr>
<td>04/29/2017</td>
<td>ATL-DCA</td>
<td>DL 2349</td>
<td>Confirmed 12:20 PM</td>
<td>Economy / U</td>
</tr>
</tbody>
</table>

## AIR - Wednesday, April 26 2017 - Agency Record Locator NCBDEKE

**Delta Air Lines** Flight DL882 **Economy**

**Depart:**
- Ronald Reagan National, Terminal B
- Washington, District of Columbia, United States
- 08:45 AM Wednesday, April 26 2017

**Arrive:**
- Hartsfield-Jackson ATL, S - Terminal South
- Atlanta, Georgia, United States
- 10:50 AM Wednesday, April 26 2017

**Duration:** 2 hour(s) and 5 minute(s) Non-stop

**Status:** Confirmed - Delta Air Lines Record Locator GF7SXQ

**Equipment:** Airbus Industrie A321

**Seat:** 15A (Non smoking) Confirmed

**FF Number:** XXXX007357 - YOUNG/LARRY C

**Distance:** 546 miles / 878.514 kilometers

**CO2 Emissions:** 240.24 lbs/109.2 kgs

**Remarks:** FOR UP TO DATE TRAVEL INFORMATION ON AIRLINE CHECK-IN/RESTRICTIONS/LIMITATIONS/SECURITY. PLEASE CHECK WWW.DELTA.COM

## AIR - Wednesday, April 26 2017 - Agency Record Locator NCBDEKE

**Delta Air Lines** Flight DL1250 **Economy**

**Depart:**
- Hartsfield-Jackson ATL, S - Terminal South
- Atlanta, Georgia, United States
- 12:05 PM Wednesday, April 26 2017

**Arrive:**
- Kansas City International Airport, B - Terminal Building B
- Kansas City, Missouri, United States
- 01:16 PM Wednesday, April 26 2017

**Duration:** 2 hour(s) and 11 minute(s) Non-stop

**Total duration:** 5 hour(s) and 31 minute(s) including layover(s)

**Status:** Confirmed - Delta Air Lines Record Locator GF7SXQ
HOTEL - Wednesday, April 26 2017

Address: [Redacted]
Tel: [Redacted]
Fax: [Redacted]
Check In/Check Out: Wednesday, April 26 2017 - Saturday, April 29 2017
Status: Confirmed
Number of Persons: 1
Number of Rooms: 1
Number of Nights: 3
Rate per night: USD 227.00 plus tax and any additional fees
Guaranteed: Yes
Confirmation: 66887983
Frequent Guest ID: XXXX574871
CO2 Emissions: [Redacted]
Remarks: CANCEL 24 HOURS PRIOR TO 6PM DAY OF ARRIVAL.
CREDIT CARD REQUIRED AT CHECK IN

AIR - Saturday, April 29 2017 - Agency Record Locator NCBDKE

Delta Air Lines Flight DL2165 Economy
Depart: Kansas City International Airport, B - Terminal Building B
Kansas City, Missouri, United States
08:15 AM Saturday, April 29 2017
Weather
Arrive: Hartsfield-Jackson ATL, S - Terminal South
Atlanta, Georgia, United States
11:09 AM Saturday, April 29 2017
Weather
Duration: 1 hour(s) and 54 minute(s) Non-stop
Status: Confirmed - Delta Air Lines Record Locator GF7SXQ
Equipment: Boeing 737-900 Passenger
Seat: 15C (Non smoking) Confirmed
FF Number: XXXX007357 - YOUNG/LARRY C
Distance: 691 miles / 1111 819 kilometers
CO2 Emissions: 304.04 lbs / 138.2 kgs

AIR - Saturday, April 29 2017 - Agency Record Locator NCBDKE

Delta Air Lines Flight DL2349 Economy
Depart: Hartsfield-Jackson ATL, S - Terminal South
Atlanta, Georgia, United States
12:20 PM Saturday, April 29 2017
Weather
Arrive: Ronald Reagan National, Terminal B
Washington, District of Columbia, United States
02:01 PM Saturday, April 29 2017
Weather
Duration: 1 hour(s) and 41 minute(s) Non-stop
Total duration: 4 hour(s) and 46 minute(s) including layover(s)
Status: Confirmed - Delta Air Lines Record Locator GF7SXQ
Equipment: Airbus Industrie A321
Seat: 15A (Non smoking) Confirmed
FF Number: XXXX007357 - YOUNG/LARRY C
### Estimated trip total

<p>| | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Air</td>
<td>Car</td>
<td>Hotel</td>
<td>Rail</td>
<td>Other</td>
</tr>
<tr>
<td>495.60 USD</td>
<td></td>
<td>778.52 USD</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Fare details: Ticketed

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Fare information</th>
<th>Refund restrictions before departure</th>
<th>Change restrictions after ticketing</th>
<th>Ticket information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Air</td>
<td>DL082 26Apr</td>
<td>REFUND RESTRICTIONS MAY APPLY</td>
<td>CHANGE RESTRICTIONS MAY APPLY</td>
<td></td>
</tr>
<tr>
<td>DL1250 26Apr</td>
<td>Total: USD 495.60</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>DL2165 29Apr</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>DL2349 29Apr</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

All quotes are provider quotes excluding possible taxes and charges en route. Currency conversions shown in this itinerary receipt are done using the bank rate applicable at the date shown in the header of this document. Please note that some local taxes and charges may be invoiced during your trip and cannot be shown at time of reservation.

### Advice to Passengers

#### Transportation of Hazardous Materials

Federal law forbids the carriage of hazardous material aboard the aircraft, in your luggage, or on your person. A violation can result in 5 years imprisonment and penalties of $250,000 or more (49 U.S.C 5124). Hazardous materials include explosives, compressed gases, flammable liquids and solids, oxidizers, poisons, corrosives and radioactive materials.

#### Forbidden Dangerous Items Examples:

- Paints, lighter fluid, fireworks, tear gases, oxygen bottles and radiopharmaceuticals. There are special exceptions for small quantities (up to 70 ounces total) of medicinal and toilet articles carried in your luggage and certain smoking materials carried on your person. For further information, contact your airline representative.
Note: Spare batteries and fuel cells are not permitted in checked or hold baggage. These items MUST be packed in carry-on baggage. If your carry-on bag is gate checked, the spare batteries and fuel cells must be removed and carried in the cabin.

This email was generated at 21Apr/7:28 PM UTC

BCD Travel acts only as an agent for the airlines, hotels, bus companies, railroads, tour operators, cruise lines, car rental companies, and other similar third parties providing accommodations, transportation, or other meeting and travel related services (“Suppliers”). Suppliers are independent and do not act for or on behalf of BCD Travel, are not employees of BCD Travel, and do not have a joint venture or partnership with BCD Travel. Suppliers have their own terms and conditions for the services they provide, and you agree to abide by the terms and conditions set forth in any and all documents for any such Supplier services, including, without limitation, all cancellation fees. By utilizing the services represented by this itinerary, you agree to the foregoing and also agree that neither BCD Travel or its parent, affiliates, subsidiaries, partners, agents, and their respective officers, directors, employees, and representatives shall be or become liable for any loss, cost, expense, injury, accident, or damage to person or property resulting directly or indirectly from (i) the acts or omissions of Suppliers, including, but not limited to, delays or cancellation of services, cessation of operations, breakdown in machinery or equipment, or changes in fares, itineraries, or schedules; and/or (ii) acts of God, dangers incident to the sea, fires, acts of government or other authorities, wars, acts of terrorism, civil unrest, strikes, riots, thefts, pillage, epidemics, quarantines, other diseases, climatic aberrations, or from any other cause beyond BCD Travel’s control. Please see additional terms and conditions related to this itinerary at Terms and Conditions.
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:30 AM - 8:45 AM</td>
<td>depart DCA, Delta flight DL882</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
<tr>
<td>1:16 PM - 1:31 PM</td>
<td>arrive MCI</td>
</tr>
<tr>
<td>6:45 PM - 7:00 PM</td>
<td>Kansas City Trip Briefing - Conference Call</td>
</tr>
<tr>
<td></td>
<td>Call in # 1-888-844-9904</td>
</tr>
<tr>
<td></td>
<td>Participant # [b] (6)</td>
</tr>
<tr>
<td></td>
<td>Host # [b] (6)</td>
</tr>
<tr>
<td>Time</td>
<td>Event</td>
</tr>
<tr>
<td>---------------------</td>
<td>-------------------------------------</td>
</tr>
<tr>
<td>All Day</td>
<td>House and Senate IN Session</td>
</tr>
<tr>
<td>All Day</td>
<td>Kansas City Travel</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. - 208-A</td>
</tr>
</tbody>
</table>
### April 28, 2017

**Friday**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>House and Senate IN Session</td>
</tr>
<tr>
<td></td>
<td>Please See Above</td>
</tr>
<tr>
<td>All Day</td>
<td>Kansas City Travel</td>
</tr>
<tr>
<td></td>
<td>Please See Above</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
<tr>
<td>April 29, 2017</td>
<td></td>
</tr>
<tr>
<td>----------------</td>
<td></td>
</tr>
<tr>
<td>Saturday</td>
<td></td>
</tr>
</tbody>
</table>

12:00 AM - 12:00 AM Kansas City Travel

Please See Above
August 1, 2017
Tuesday

All Day

Out of Office

House & Senate in RECESS

10:30 AM - 11:30 AM

Space Allocation Mtg. -- 221-A
Duane, please feel free to bring whomever else you feel is necessary.

3:00 PM - 4:00 PM

HR/SES Reassignment Discussion
All, Please come to the Secretary’s office now for the HR/SES Reassignment Meeting

3:00 PM - 3:30 PM

call w/ Mark Poeschl

From: Young, Chris - OSEC, Washington, DC
Sent: Sunday, July 30, 2017 3:06 PM
To: Poeschl, Mark [b] [6] [ffa.org]
Cc: Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>
Subject: RE: Food for thought

Hi there, Mark. Just got back from Mexico.

This is terrific. I think a phone conversation is probably best at this point.

Would you have time on Tuesday morning? Julie, can you please work with Mark to schedule a call time, perhaps 30 minutes, in the next little bit? It can even be while I am on the road with the Secretary.

As an FYI, Mark, the Secretary will be in Indianapolis on Tuesday the 8th, at the end of our "Back to Our Roots" Midwest RV Tour. We will be at the state fair!

Yours,
Chris

-----Original Message-----
From: Poeschl, Mark [b] [6] [ffa.org]
Sent: Friday, July 28, 2017 2:02 PM
To: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>
Subject: Re: Food for thought

Dear Chris,

Thank you for your message. You beat me to an email to extend my thanks to you, Secretary Perdue, and the entire USDA team for the hospitality this past week. It was great to see you, as well, and only wish we could have had more time to talk. Perhaps next time. But we’ve gotten extremely positive feedback on the MOU signing and the publicity around the event. The Secretary is clearly a "rock star" in the FFA world!
Having lived and worked internationally, I have a tremendous interest in international agriculture. Actually, FFA's strategy for international programs is on my agenda for 2018. That surely doesn't mean that we can't have some discussions on the Secretary's interest in planting FFA in our neighboring countries of Mexico and Canada. As a means of background, we send our National Officers to Japan each year to interact with the Future Farmers of Japan. South Korea has a similar organization. As we've been working on amendments to our federal charter, a trusted adviser has asked me if we've considered including the potential for international expansion in our plans.

How can we advance this conversation? Is USDA able to help us think through this and make the right connections? Again, it will be early next year before I can concentrate on this, but some preliminary conversations are certainly worth having and of interest to me.

So, my first impression is quite positive. I'm interested. I'd love to hear your ideas and those of the Secretary.

All the best to you, Chris. I appreciate hearing from you.

Warm Regards,

Mark

From: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>
Sent: Friday, July 28, 2017 12:56 PM
To: Poeschl, Mark
Subject: Food for thought

Mark,

So great to see you on Wednesday.

A question for you to ponder. Has FFA ever given serious consideration to expanding into the Americas, namely in Canada and Mexico?

The Secretary is in Mexico with his counterpart, Jose Calzada. The Mexicans are supremely impressed by FFA and are extremely interested in creating a similar organization here.

At the very least, it might be an opportunity to include small observation delegations of youth to Indianapolis. Or it could be an opportunity for FFA to drive the youth leadership development dialogue across the continent. Or it might hold no interest at all to you.

The Secretary simply wanted me to get your first impression.

Best,

Chris

Sent from my iPhone
August 1, 2017 Continued

Tuesday

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>5:00 PM - 6:00 PM</td>
<td>Cabinet Affairs Outlook Report Due</td>
</tr>
<tr>
<td>5:00 PM - 5:30 PM</td>
<td>Meeting with your faves -- Your office</td>
</tr>
<tr>
<td>Time</td>
<td>Activity</td>
</tr>
<tr>
<td>---------------------</td>
<td>----------------------------------------------</td>
</tr>
<tr>
<td>All Day</td>
<td>(b) (6) Out of Office</td>
</tr>
<tr>
<td>All Day</td>
<td>House &amp; Senate in RECESS</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>Travel - Milwaukee, Indianapolis</td>
</tr>
</tbody>
</table>
TRAVELER NOTICE - Many airlines charge fees for baggage and other services. Amounts vary by airline and are subject to change. Travelers are responsible for verifying all fees charged by individual carriers. Please visit the operating carrier website of your ticketed itinerary for applicable fees.

To view your trip via Viewtrip, please click here.
**AIR - Wednesday, August 2 2017 - Agency Record Locator NSM32L**

**Delta Air Lines Flight DL974 Economy**

<table>
<thead>
<tr>
<th>Depart:</th>
<th>Wayne County, EM - E.M. McNamara Terminal Detroit, Michigan, United States 08:35 AM Wednesday, August 2 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arrive:</td>
<td>General Mitchell Milwaukee, Wisconsin, United States 08:42 AM Wednesday, August 2 2017</td>
</tr>
<tr>
<td>Duration:</td>
<td>1 hour(s) and 7 minute(s) Non-stop</td>
</tr>
<tr>
<td>Total duration:</td>
<td>3 hour(s) and 37 minute(s) including layover(s)</td>
</tr>
<tr>
<td>Status:</td>
<td>Confirmed - Delta Air Lines Record Locator: <strong>H52XX6</strong></td>
</tr>
<tr>
<td>Equipment:</td>
<td>Boeing 717-200</td>
</tr>
<tr>
<td>Seat:</td>
<td>21C (Non smoking) Confirmed</td>
</tr>
<tr>
<td>FF Number:</td>
<td>XXXX007357 - YOUNG/LARRY C</td>
</tr>
<tr>
<td>Distance:</td>
<td>237 miles / 381.333 kilometers</td>
</tr>
<tr>
<td>CO2 Emissions:</td>
<td>130.35 lbs/59.25 kgs</td>
</tr>
</tbody>
</table>

**HOTEL - Wednesday, August 2 2017**

| Address: | (b) (6)                                                                                     |
| Check In/Check Out: | Wednesday, August 2 2017 - Thursday, August 3 2017                                           |
| Status: | Confirmed                                                                                     |
| Number of Persons: | 1                                                                                             |
| Number of Rooms: | 1                                                                                             |
| Number of Nights: | 1                                                                                             |
| Rate per night: | USD 143.10 plus tax and any additional fees                                                   |
| Guaranteed: | Yes                                                                                           |
| Confirmation: | HY0048131241                                                                                  |
| Frequent Guest ID: | XXXX83028X                                                                                     |
| CO2 Emissions: | Per night is approximately 63.8 lbs/29 kgs                                                     |
| Remarks: | CANCEL NOT ALLOWED FOR PREPAID/NONREFUNDABLE BOOKING CREDIT CARD REQUIRED AT CHECK IN         |

**HOTEL - Thursday, August 3 2017**

| Address: | (b) (6)                                                                                     |
| Check In/Check Out: | Thursday, August 3 2017 - Friday, August 4 2017                                               |
| Status: | Confirmed                                                                                     |
| Number of Persons: | 1                                                                                             |
| Number of Rooms: | 1                                                                                             |
| Number of Nights: | 1                                                                                             |
| Rate per night: | USD 127.00 plus tax and any additional fees                                                   |
| Guaranteed: | Yes                                                                                           |
| Confirmation: | 70797053                                                                                      |
| Corp. Discount: | XXXXV                                                                                          |
| CO2 Emissions: | Per night is approximately 63.8 lbs/29 kgs                                                     |
| Remarks: | CANCEL 48 HOURS PRIOR TO ARRIVAL CREDIT CARD REQUIRED AT CHECK IN                             |

**HOTEL - Friday, August 4 2017**

<p>| Address: | (b) (6)                                                                                     |</p>
<table>
<thead>
<tr>
<th>Date</th>
<th>Check In/Check Out</th>
<th>Status</th>
<th>Number of Persons</th>
<th>Number of Rooms</th>
<th>Number of Nights</th>
<th>Rate per night</th>
<th>Guaranteed</th>
<th>Confirmation</th>
<th>Corp. Discount</th>
<th>Frequent Guest ID</th>
<th>CO2 Emissions</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>Friday, Aug 4 2017 - Saturday, Aug 5 2017</td>
<td>Friday, Aug 4 2017 - Saturday, Aug 5 2017</td>
<td>confirmed</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>USD 145.00 plus tax and any additional fees</td>
<td>yes</td>
<td>79036491</td>
<td>XXXX</td>
<td>XXXX65108</td>
<td>Per night is approximately 63.8 lbs/29 kgs</td>
<td>CANCEL 2 DAYS PRIOR TO ARRIVAL CREDIT CARD REQUIRED AT CHECK IN</td>
</tr>
<tr>
<td>Saturday, Aug 5 2017 - Sunday, Aug 6 2017</td>
<td>Saturday, Aug 5 2017 - Sunday, Aug 6 2017</td>
<td>confirmed</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>USD 159.00 plus tax and any additional fees</td>
<td>yes</td>
<td>70810216</td>
<td>XXXX</td>
<td>XXXX65108</td>
<td>Per night is approximately 63.8 lbs/29 kgs</td>
<td>CANCEL 48 HOURS PRIOR TO ARRIVAL CREDIT CARD REQUIRED AT CHECK IN</td>
</tr>
<tr>
<td>Sunday, Aug 6 2017 - Monday, Aug 7 2017</td>
<td>Sunday, Aug 6 2017 - Monday, Aug 7 2017</td>
<td>confirmed</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>USD 91.00 plus tax and any additional fees</td>
<td>yes</td>
<td>70810216</td>
<td>XXXX</td>
<td>XXXX65108</td>
<td>Per night is approximately 63.8 lbs/29 kgs</td>
<td>CANCEL 48 HOURS PRIOR TO ARRIVAL CREDIT CARD REQUIRED AT CHECK IN</td>
</tr>
<tr>
<td>Monday, Aug 7 2017 - Tuesday, Aug 8 2017</td>
<td>Monday, Aug 7 2017 - Tuesday, Aug 8 2017</td>
<td>confirmed</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>USD 91.00 plus tax and any additional fees</td>
<td>yes</td>
<td>70810216</td>
<td>XXXX</td>
<td>XXXX65108</td>
<td>Per night is approximately 63.8 lbs/29 kgs</td>
<td>CANCEL 48 HOURS PRIOR TO ARRIVAL CREDIT CARD REQUIRED AT CHECK IN</td>
</tr>
</tbody>
</table>
### Chris Young Calendar
(USDA) Civil Action No. 1:18-cv-00534

<table>
<thead>
<tr>
<th>Status:</th>
<th>Confirmed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of Persons:</td>
<td>1</td>
</tr>
<tr>
<td>Number of Rooms:</td>
<td>1</td>
</tr>
<tr>
<td>Number of Nights:</td>
<td>1</td>
</tr>
<tr>
<td>Rate per night:</td>
<td>USD 140.00 plus tax and any additional fees</td>
</tr>
<tr>
<td>Guaranteed:</td>
<td>Yes</td>
</tr>
<tr>
<td>Confirmation:</td>
<td>70822242</td>
</tr>
<tr>
<td>Corp. Discount:</td>
<td>XXXX</td>
</tr>
<tr>
<td>Frequent Guest ID:</td>
<td>XXXX65108</td>
</tr>
<tr>
<td>CO2 Emissions:</td>
<td>Per night is approximately 63.8 lbs/29 kgs</td>
</tr>
<tr>
<td>Remarks:</td>
<td>CREDIT CARD REQUIRED AT CHECK IN</td>
</tr>
</tbody>
</table>

**AIR - Tuesday, August 8 2017 - Agency Record Locator NSM32L**

**Delta Air Lines Flight DL6230 Economy**

<table>
<thead>
<tr>
<th>Depart: Indianapolis International Airport</th>
</tr>
</thead>
<tbody>
<tr>
<td>Indianapolis, Indiana, United States</td>
</tr>
<tr>
<td>08:00 PM Tuesday, August 8, 2017</td>
</tr>
<tr>
<td><strong>Arrive:</strong> Wayne County, EM - E.M. McNamara Terminal</td>
</tr>
<tr>
<td>Detroit, Michigan, United States</td>
</tr>
<tr>
<td>09:13 PM Tuesday, August 8, 2017</td>
</tr>
<tr>
<td><strong>Duration:</strong> 1 hour(s) and 15 minute(s) Non-stop</td>
</tr>
<tr>
<td><strong>Status:</strong> Confirmed - Delta Air Lines Record Locator: H52XX6</td>
</tr>
<tr>
<td><strong>Equipment:</strong> Canadair Regional Jet 700</td>
</tr>
<tr>
<td><strong>Operated By:</strong> Gojet Airlines Dba Delta Connection</td>
</tr>
<tr>
<td><strong>Seat:</strong> 12C (Non smoking) Confirmed</td>
</tr>
<tr>
<td><strong>FF Number:</strong> XXXX007357 - YOUNG/LARRY C</td>
</tr>
<tr>
<td><strong>Distance:</strong> 231 miles / 371.679 kilometers</td>
</tr>
<tr>
<td><strong>CO2 Emissions:</strong> 127.05 lbs/57.75 kgs</td>
</tr>
</tbody>
</table>

**AIR - Tuesday, August 8 2017 - Agency Record Locator NSM32L**

**Delta Air Lines Flight DL551 Economy**

<table>
<thead>
<tr>
<th>Depart: Wayne County, EM - E.M. McNamara Terminal</th>
</tr>
</thead>
<tbody>
<tr>
<td>Detroit, Michigan, United States</td>
</tr>
<tr>
<td>10:04 PM Tuesday, August 8, 2017</td>
</tr>
<tr>
<td><strong>Arrive:</strong> Ronald Reagan National, Terminal B</td>
</tr>
<tr>
<td>Washington, District of Columbia, United States</td>
</tr>
<tr>
<td>11:36 PM Tuesday, August 8, 2017</td>
</tr>
<tr>
<td><strong>Duration:</strong> 1 hour(s) and 32 minute(s) Non-stop</td>
</tr>
<tr>
<td><strong>Total duration:</strong> 3 hour(s) and 36 minute(s) including layover(s)</td>
</tr>
<tr>
<td><strong>Status:</strong> Confirmed - Delta Air Lines Record Locator: H52XX6</td>
</tr>
<tr>
<td><strong>Equipment:</strong> Boeing (Douglas) MD-90</td>
</tr>
<tr>
<td><strong>Seat:</strong> 16C (Non smoking) Confirmed</td>
</tr>
<tr>
<td><strong>FF Number:</strong> XXXX007357 - YOUNG/LARRY C</td>
</tr>
<tr>
<td><strong>Distance:</strong> 404 miles / 650.036 kilometers</td>
</tr>
<tr>
<td><strong>CO2 Emissions:</strong> 177.76 lbs/80.8 kgs</td>
</tr>
</tbody>
</table>

**Remarks**

FOR 24/7 TRAVEL ASSISTANCE PLEASE CONTACT THE BCD TRAVEL TEAM AT 1-800-877-8120
FOR OUTSIDE THE US CALL COLLECT 770.829.2603
FOR THE HEARING IMPAIRED - PLEASE DIAL 711
TO ACCESS RELAY SERVICE - PROVIDE PHONE
NUMBER OF 1-800-877-8120 TO ACCESS TRAVEL
DUE TO RECENT CHANGES IN THE FY15 GOVERNMENT CITY PAIR PROGRAM/CPP YOUR AIR RESERVATIONS ARE SUBJECT TO CANCELLATION BY THE AIRLINES IF NOT TICKETED AT LEAST 48 HOURS PRIOR TO SCHEDULED DEPARTURE
PLEASE ENSURE ALL NECESSARY APPROVALS ARE PROCESSED IN ACCORDANCE WITH YOUR AGENCY'S BUSINESS RULES BUT NO LESS THAN 3 BUSINESS DAYS PRIOR TO DEPARTURE TO ENSURE TICKETING
THIS 48 HOUR CANCELLATION RULE DOES NOT APPLY TO
INTERNATIONAL RESERVATIONS UNLESS YOUR TRIP HAS DOMESTIC CONNECTIONS ON MORE THAN ONE AIRLINE OR THESE RESERVATIONS REQUIRE SEPARATE AIR TICKETS.

CHECK-IN TIMES ARE 90 MINUTES PRIOR TO DEPARTURE
FOR DOMESTIC FLIGHTS OR 120 MINUTES FOR INTERNATIONAL CHECKED BAGGAGE POLICIES VARY BASED ON CARRIER AND FINAL DESTINATION. FOR THE LATEST INFORMATION PLEASE CHECK ELECTRONIC TICKETS WILL BE ISSUED FOR THIS TRIP.

26Jul01:27PM

<table>
<thead>
<tr>
<th>Estimated trip total</th>
<th>1,213.36 USD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Air</td>
<td>296.60 USD</td>
</tr>
<tr>
<td>Hotel</td>
<td>916.76 USD</td>
</tr>
<tr>
<td>Rail</td>
<td>Other</td>
</tr>
</tbody>
</table>

Fare details: Ticketed

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Fare information</th>
<th>Refund restrictions before departure</th>
<th>Change restrictions after ticketing</th>
<th>Ticket information</th>
</tr>
</thead>
<tbody>
<tr>
<td>DL714 02Aug</td>
<td>Total: USD 296.60</td>
<td>REFUND RESTRICTIONS MAY APPLY</td>
<td>CHANGE RESTRICTIONS MAY APPLY</td>
<td></td>
</tr>
<tr>
<td>DL974 02Aug</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>DL6230 08Aug</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>DL51 08Aug</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

All quotes are provider quotes excluding possible taxes and charges en route. Currency conversions shown in this itinerary receipt are done using the bank rate applicable at the date shown in the header of this document. Please note that some local taxes and charges may be invoiced during your trip and cannot be shown at time of reservation.

Advice to Passengers

Transportation of Hazardous Materials

Federal law forbids the carriage of hazardous material on or in your luggage, or on your person. A violation can result in 5 years imprisonment and penalties of $250,000 or more (49 U.S.C 5124). Hazardous materials include explosives, compressed gases, flammable liquids and solids, oxidizers, poisons, corrosives and radioactive materials.

Forbidden Dangerous Items Examples:

Paints, lighter fluid, fireworks, tear gases, oxygen bottles and radiopharmaceuticals. There are special exceptions for small quantities (up to 70 ounces total) of medicinal and toilet articles carried in your luggage and certain smoking materials carried on your person. For further information, contact your airline representative.

Note: Spare batteries and fuel cells are not permitted in checked or hold baggage. These items MUST be packed in carry-on baggage. If your carry-on bag is gate checked, the spare batteries and fuel cells must be removed and carried in the cabin.

This email was generated at 26Jul@27 PM UTC

BCD Travel acts only as an agent for the airlines, hotels, bus companies, railroads, tour operators, cruise lines, car rental companies, and other similar third parties providing accommodations, transportation, or other meeting and travel related services ("Suppliers"). Suppliers are independent and do not act for or on behalf of BCD Travel, are not employees of BCD Travel, and do not have a joint venture or partnership with BCD Travel. Suppliers have their own terms and conditions for the services they provide, and you agree to abide by the terms and conditions set forth in any and all documents for any such Supplier services, including, without limitation, all cancellation fees. By utilizing the services represented by this itinerary, you agree to the foregoing and also agree that neither BCD Travel or its parent, affiliates, subsidiaries, partners, agents, and their respective officers, directors, employees, and representatives shall be or become liable for any loss, cost, expense, injury, accident, or damage to person or property resulting directly or indirectly from (i) the acts or omissions of Suppliers; including, but not limited to, delays or cancellation of services, cessation of operations, breakdown in machinery or equipment, or changes in fares, itineraries, or schedules; and/or (ii) acts of God, dangers incident to the sea, fires, acts of government or other authorities, wars, acts of terrorism, civil unrest, strikes, riots, thefts, pilferage, epidemics, quarantines, other diseases, climatic aberrations, or from any other cause beyond BCD Travel's control. Please see additional terms and conditions related to this itinerary at [Terms and Conditions](#).
### August 2, 2017 Continued

**Wednesday**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>4:30 AM - 4:45 AM</td>
<td>depart for DCA - 6:05a flight</td>
</tr>
<tr>
<td>6:00 AM - 6:15 AM</td>
<td>6:05a Delta flight 714 - DCA - through Detroit</td>
</tr>
<tr>
<td>8:00 AM - 9:00 AM</td>
<td>Subcabinet Meeting -- 200-A Conference Room</td>
</tr>
</tbody>
</table>

Please note Subcabinet meeting time has changed to 8:00-9:00 am. Please allow 1 hour for the meeting.

Under Secretary may send Chief of Staff in their place when needed.

Conference Line: 888-844-9904
Access code: (b) (6)

8:45 AM - 9:00 AM | arrive Milwaukee - 8:42a

9:00 AM - 9:30 AM | Calendar Review mtg. -- 208-A

**11:00 AM - 11:30 AM**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>call with [redacted] 11a (EST)</td>
</tr>
</tbody>
</table>

From: [redacted] (b) (6)
Date: July 27, 2017 at 10:04:22 CDT
To: "Young, Chris - OSEC, Washington, DC" <Chris.Young@osec.usda.gov>
Subject: Re: WSP Placement

Mr. Young,

This all sounds terrific! I am available at 1 pm on Monday. Talk to you then!

Best regards,

(b) (6)

On Jul 26, 2017, at 4:59 PM, Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov> wrote:

Dear [redacted],
I hope this note finds you well. My name is Chris Young, and I serve as the Secretary of Agriculture’s Deputy Chief of Staff. Please call me Chris.

I understand you are interested in a WSP placement with us this fall. Terrific! We should visit by phone as soon as possible. If selected, we would need to begin a couple of administrative processes as soon as possible so that you could begin on time. During our call, in addition to regular interview questions, I would share with you what this particular placement would entail, the type of work you would do, and the people with whom you would interact.

If this sounds good to you, please let me know your availability Monday and Tuesday of next week.

All the best,

Chris

L. Christopher Young
Deputy Chief of Staff

United States Department of Agriculture
Office: 202.720.3631

3:00 PM - 3:30 PM

From: Young, Chris - OSEC, Washington, DC
Sent: Monday, July 31, 2017 12:49 PM
To: [Redacted] (b) (6) time
Cc: Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>
Subject: WSP placement  
Importance: High  

Dear (b) (6):

I hope this note finds you well. My name is Chris Young, and I serve as the Secretary of Agriculture’s Deputy Chief of Staff. Please call me Chris.

I understand you are interested in a WSP placement with us this fall. Terrific! We should visit by phone as soon as possible. If selected, we would need to begin a couple of administrative processes as soon as possible so that you could begin on time. During our call, in addition to regular interview questions, I would share with you what this particular placement would entail, the type of work you would do, and the people with whom you would interact.

If this sounds good to you, please let me know your availability for this week. Julie, my assistant, will then schedule you.

All the best,

Chris

L. Christopher Young  
Deputy Chief of Staff  
United States Department of Agriculture  
Office: 202.720.3631

3:30 PM - 4:30 PM  
Intern follow up

6:00 PM - 6:30 PM  
[b (b) (6)] call w/ 6p EST - 5p Milwaukee Time  
[b (b) (6)]
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>Out of Office</td>
</tr>
<tr>
<td>All Day</td>
<td>House &amp; Senate in RECESS</td>
</tr>
<tr>
<td>All Day</td>
<td>Travel - Milwaukee, Indianapolis</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
</tbody>
</table>
### August 4, 2017
**Friday**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td><strong>[b] (6) Out of Office</strong></td>
</tr>
<tr>
<td>All Day</td>
<td>House &amp; Senate in RECESS</td>
</tr>
<tr>
<td>All Day</td>
<td>Travel - Milwaukee, Indianapolis</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
<tr>
<td>All Day</td>
<td>[b] (6) Out of Office</td>
</tr>
<tr>
<td>---------------</td>
<td>-----------------------</td>
</tr>
<tr>
<td>All Day</td>
<td>House &amp; Senate in RECESS</td>
</tr>
<tr>
<td>All Day</td>
<td>Travel - Milwaukee, Indianapolis</td>
</tr>
<tr>
<td>Time</td>
<td>Event</td>
</tr>
<tr>
<td>----------</td>
<td>------------------------------</td>
</tr>
<tr>
<td>All Day</td>
<td>Out of Office</td>
</tr>
<tr>
<td>All Day</td>
<td>House &amp; Senate in RECESS</td>
</tr>
<tr>
<td>All Day</td>
<td>Travel - Milwaukee, Indianapolis</td>
</tr>
<tr>
<td>Time</td>
<td>Event</td>
</tr>
<tr>
<td>---------------------</td>
<td>--------------------------------------------</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>Out of Office</td>
</tr>
<tr>
<td>All Day</td>
<td>House &amp; Senate in RECESS</td>
</tr>
<tr>
<td>All Day</td>
<td>Travel - Milwaukee, Indianapolis</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. - 208-A</td>
</tr>
</tbody>
</table>
### August 8, 2017

#### Tuesday

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>House &amp; Senate in RECESS</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>Travel - Milwaukee, Indianapolis</td>
</tr>
<tr>
<td>8:00 PM - 8:15 PM</td>
<td>depart Indianapolis Delta flight 6230 at 8p - through Detroit</td>
</tr>
<tr>
<td>11:30 PM - 11:45 PM</td>
<td>arrive DCA - 11:36p</td>
</tr>
</tbody>
</table>
From:

THURSDAY, APRIL 13, 2017

TO: Young, Chris - OSEC, Washington, DC

CC: Moore, Patty - DM; Meighan, Terri - DM

SUBJECT: Request for standing meeting

Hi Julie,

Just want to put on your radar....to schedule a standing meeting with Chris, Patty, Terri, and I to discuss Executive Resources issues. Tentatively starting in May.....Many thanks.

Rhonda, do you think a 30-minute block weekly or biweekly is sufficient?

From: Carr, Rhonda - DM

Sent: Thursday, April 13, 2017 2:02 PM

To: Gordon, Julie - OSEC

Cc: Young, Chris - OSEC; Moore, Patty - DM; Meighan, Terri - DM

Subject: Request for standing meeting

Hi Julie,

Just want to put on your radar....to schedule a standing meeting with Chris, Patty, Terri, and I to discuss Executive Resources issues. Tentatively starting in May.....Many thanks.

---

RHONDA C. CARR | Deputy Director, Executive Resources Management Division
Office of Human Resources Management | Departmental Management | U.S. Department of Agriculture
1400 Independence Avenue, SW | JLW Building | Room 309W
Washington, D.C. 20250
1:30 PM - 2:30 PM  Private mtg. - OHSEC -- 5B Conference Room
Mexico

2:45 PM - 3:45 PM  Space Allocation Mtg. -- 221-A

3:30 PM - 5:00 PM  Save the Date: OCR Summer Happy Hour on August 9th -- 219-A Whitten

Good afternoon,

Please join OCR in our offices (219-A Whitten) for a break from the heat and (possibly??) Congress on Wednesday, August 9, from 3:30-5:00ish. We will supply beer, wine, non-alcoholic beverages and snacks, but feel free to bring your favorite libation to share with the group.

4:00 PM - 4:30 PM  mtg. w/ Diane Cullo -- 208A

4:45 PM - 5:30 PM  FAS Staffing mtg. -- 208A

> From: Young, Chris - OSEC, Washington, DC
> Sent: Wednesday, August 02, 2017 9:35 AM
> To: Higgins, Holly - FAS <Holly.Higgins@fas.usda.gov>
> Cc: Hafemeister, Jason - OSEC, Washington, DC <Jason.Hafemeister1@osec.usda.gov>; Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>; Green, Heidi - OSEC, Washington, DC <Heidi.Green@osec.usda.gov>; Leland, Arlean - OGC <ARLEAN.LELAND@OGC.USDA.GOV>; Vaden, Stephen - OGC <Stephen.Vaden@ogc.usda.gov>
> Subject: Re: meeting
>
> That’s fine. We probably should visit by phone first though.
>
> Sent from my iPhone

Chris - I will be out of DC next week, but suggest that the director of the FAS foreign service corps (Bobby Richey) can join this meeting with Jason?

>>

(b) (5) Deliberative

>>

>> Let me know if this is ok?
Thanks, Holly

Dear Jason and Holly:

I am asking Julie to schedule a 45-minute meeting among both of you, Stephen and Arlean from OGC, Heidi, and me, at some point next Wednesday afternoon or Thursday, the 9th or 10th.

Thank you,
Chris

L. Christopher Young
Deputy Chief of Staff
United States Department of Agriculture
Office: 202.720.3631
August 10, 2017
Thursday

All Day
House & Senate in RECESS
Please See Above

9:00 AM - 11:00 AM
Scheduling Meeting -- 221-A

9:00 AM - 9:30 AM
Calendar Review mtg. -- 208-A

11:00 AM - 11:30 AM
mtg. w/ [(b) (6)] -- 208-A

From: Jared Wrede
Sent: Monday, July 31, 2017 12:58 PM
To: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>
Cc: Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>
Subject: Re: Opportunity with USDA.

Great. Thank you again. I look forward to hearing from Julie.

Best,

On Mon, Jul 31, 2017 at 12:51 PM, Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov> wrote:

Hi Jared,

Great. I will be on the road most of this week and into next. However, Julie, my assistant, can find us a time late next week.

Chris

From: [(b) (6)]
Sent: Monday, July 31, 2017 8:30 AM
To: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>
Subject: Re: Opportunity with USDA.
Good morning, Chris.

I really appreciate your responding. Working at USDA is something I've wanted to do for a really long time. I figured, given my work experience, advance and legislative work were the best places to start. As I was researching the new staff at USDA, you were the person I should contact about opportunities in these areas.

I would love to meet and discuss possibilities under your stewardship or elsewhere in the agency. Thank you for being willing to do so. This week is fairly flexible for me and I could meet as early as this afternoon. Please let me know when works best with your schedule.

Best regards,

On Sun, Jul 30, 2017 at 3:46 PM, Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov> wrote:

Dear [b] (6),

Thank you for your email. Out of curiosity, how did choose or know to connect with me?

Both of those shops fall under my responsibilities. At the moment, aside from some very specialized policy experts, we are likely fully staffed. That could often change, and I have learned in Washington, it often does. I would be more than happy to meet, though, and chat about the possibilities. Just let me know.

All the best,

Chris

From: [b] (6)
Sent: Thursday, July 27, 2017 4:14 PM
To: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>
Subject: Opportunity with USDA.

Dear Mr. Young:

I am writing to express interest in helping President Trump and Secretary Perdue
achieve their vision for the Department of Agriculture. The experience described in the attached resume best qualifies me for a position in Advance or Legislative Affairs.

You will notice that my last work experience was with Mitt Romney's presidential campaign in 2011. Since then, I am now eager to reengage and make a contribution in an area I've always been interested in.

At your convenience, I am able to meet to discuss contributing to your staff. Thank you for your consideration.

Regards,

(b)(6)

1:00 PM - 1:30 PM

mtg. w/ Campbell re: Newnan APHIS dog event - 8/24 -- 208-A - Chris's office
### Friday, August 11, 2017

<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>House &amp; Senate in RECESS</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>(b) (6) - out</td>
</tr>
<tr>
<td>All Day</td>
<td>(b) (6) - CDO</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
<tr>
<td>10:00 AM - 11:00 AM</td>
<td>Initial Korea/Japan Planning Meeting -- 221A</td>
</tr>
<tr>
<td></td>
<td>Zhulieta, please forward and invite whomever is appropriate from FAS. Since both posts are +11 hours from EDT, we will have this meeting only among the DC team, and then schedule the ensuing ones so that they may participate by phone.</td>
</tr>
<tr>
<td>11:00 AM - 11:30 AM</td>
<td>mtg. w/ Abbey/Joby re: Hill Details -- 200A - Heidi’s office</td>
</tr>
<tr>
<td></td>
<td>Is there a time we can sit down with H and C on this?</td>
</tr>
</tbody>
</table>

Abbey L. Fretz  
Acting Deputy Assistant Secretary for Congressional Relations - Office of Congressional Relations  
United States Department of Agriculture  
(202) 720-9962

Begin forwarded message:

From: "Green, Heidi - OSEC, Washington, DC" <Heidi.Green@osec.usda.gov>  
Date: August 4, 2017 at 4:05:25 PM EDT  
To: "Fretz, Abbey - OSEC, Washington, DC" <Abbey.L.Fretz@aphis.usda.gov>  
Cc: "Young, Chris - OSEC, Washington, DC" <Chris.Young@osec.usda.gov>, "Young, Joby - OSEC, Washington, DC" <Joby.Young@osec.usda.gov>  
Subject: (b) (5) Deliberative

Let’s discuss in person please

Sent from my iPhone

On Aug 4, 2017, at 4:02 PM, Fretz, Abbey - OSEC, Washington, DC <Abbey.L.Fretz@aphis.usda.gov> wrote:
<image002.jpg Abbey L. Fretz
>
Acting Deputy Assistant Secretary for Congressional Relations –
Office of Congressional Relations

United States Department of Agriculture
Office: (202) 720-9962

From: Young, Chris - OSEC, Washington, DC
Sent: Friday, August 04, 2017 3:50 PM
To: Fretz, Abbey - OSEC, Washington, DC <Abbey.L.Fretz@aphis.usda.gov>
Cc: Green, Heidi - OSEC, Washington, DC <Heidi.Green@osec.usda.gov>; Lipps, Brandon - OSEC, Washington, DC <Brandon.Lipps@osec.usda.gov>; Young, Joby - OSEC, Washington, DC <Joby.Young@osec.usda.gov>; Lyons, Maggie - OSEC, Washington, DC <Maggie.Lyons@osec.usda.gov>; Tkacz, Kailee - OSEC, Washington, DC <Kailee.Tkacz@osec.usda.gov>
Subject: Re: (b) (5) Deliberative

I think

(b) (5) Deliberative

Sent from my iPhone

On Aug 4, 2017, at 14:29, Fretz, Abbey - OSEC, Washington, DC <Abbey.L.Fretz@aphis.usda.gov> wrote:

Heidi, Chris and Brandon,
From: Cohen, Jeff - FNS
Sent: Friday, August 04, 2017 1:40 PM
To: Fretz, Abbey - OSEC, Washington, DC <Abbey.L.Fretz@aphis.usda.gov>; Tkacz, Kailee - OSEC, Washington, DC <Kailee.Tkacz@osec.usda.gov>
Cc: Griffin, Laura - FNS <Laura.Griffin@fns.usda.gov>
Subject: FW: contact for details

Abbey/Kailee,

I see from below that this request for detail has come into your office and suspect that a little background might help.

Please let me know if you have any questions or would like any additional information. I would be happy to discuss.

Thanks ... Jeff

Jeff Cohen
Acting Associate Administrator
Supplemental Nutrition Assistance Program (SNAP)
Good morning everyone,

Would you please provide a response letter at your earliest convenience? Thank you!

Jessie Williams  Chief Clerk
U.S. Senate Committee on Agriculture, Nutrition, & Forestry
(202) 224-7938

1:00 PM - 2:00 PM  Hold: Staff Meeting (Non-career)

1:00 PM - 2:00 PM  REMINDER: Appointee Meeting | 8/11/2017| 108-A -- 108-A (Whitten)
Just a reminder that there will be an Appointee meeting TODAY at 1:00pm in room 108-A (Whitten) . For those that are unable to attend please use our conference line number to dial in.

Conference Call: 1-888-844-9904
Access Code: (b) (6) #
Join Conference: Press # (pound) to join the conference as a Participant.

Thank You!

1:15 PM - 1:45 PM  Scheduling Meeting
August 11, 2017 Continued
Friday

4:00 PM - 4:30 PM mtg. [D]{(6)} re: personnel issues -- 208-A - Chris's office
<table>
<thead>
<tr>
<th>All Day</th>
<th>House &amp; Senate in RECESS</th>
<th>Please See Above</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>(b) (6) - out</td>
<td>Please See Above</td>
</tr>
<tr>
<td>Time</td>
<td>Event</td>
<td>Annotation</td>
</tr>
<tr>
<td>------------</td>
<td>------------------------------</td>
<td>----------------</td>
</tr>
<tr>
<td>All Day</td>
<td>House &amp; Senate in RECESS</td>
<td>Please See Above</td>
</tr>
<tr>
<td>All Day</td>
<td>(b) (6) - out</td>
<td>Please See Above</td>
</tr>
</tbody>
</table>
August 14, 2017  
Monday  

All Day

House & Senate in RECESS

Please See Above

All Day

(b) (6) - out

Please See Above

12:00 AM - 12:00 AM

(b) (6) - out

6:30 AM - 11:00 AM

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

9:00 AM - 9:30 AM

Calendar Review mtg. -- 208-A

12:00 PM - 1:00 PM

SC Overview -- Chris' Office

Bring your own lunch.

1:30 PM - 2:00 PM

Weekly mtg. w/ Duane Williams - this mtg. 8/14 Chris will call Duane --

(b) (6)

2:30 PM - 3:00 PM

mtg. w/ Maggie Lyons re: performance plan and office estimate -- 208-A - Chris's office

3:00 PM - 3:30 PM

bi-weekly mtg. w/ Diane Cullo -- 208A

Carolyn will be unable to attend. Christian will be attending in her place.

4:00 PM - 4:30 PM

Communications Strategy Meeting -- 200A
August 15, 2017
Tuesday

All Day
House & Senate in RECESS
Please See Above

All Day
(b) (6) - out
Please See Above

All Day
(b) (6) - out
Please See Above

9:00 AM - 10:00 AM
Scheduling Meeting -- 221-A

11:00 AM - 11:30 AM
mtg. w/ Abbey/Joby re: office renovations -- 208-A - Chris's office

1:00 PM - 1:30 PM
Call Mark Poeschl
join.me/dkemp.ffa.org, see conference numbers in the invitation

-----Original Appointment-----
From: Poeschl, Mark [b] (b) (6) [b] @ffa.org
Sent: Monday, August 14, 2017 1:37 PM
To: Poeschl, Mark; Gordon, Julie - OSEC; Pagett, Riley
Subject: Chris Young to call Mark Poeschl
When: Tuesday, August 15, 2017 1:00 PM-1:30 PM (UTC-05:00) Eastern Time (US & Canada).
Where: join.me/dkemp.ffa.org, see conference numbers in the invitation
Importance: High

You have been invited to a join.me meeting

Join the meeting: join.me/dkemp.ffa.org

To dial in by phone:

United States - Atlanta, GA
+1.404.400.8750

United States - Camden, DE
+1.302.202.5900

United States - Washington, DC
+1.202.602.1295

More phone numbers

Conference ID:
(b) (6) #

Need to share screen? Download the app
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>2:00 PM - 2:30 PM</td>
<td>Meeting -- Mr. Knowles and Mr. McGrath</td>
<td>208A</td>
</tr>
<tr>
<td>3:00 PM - 4:00 PM</td>
<td>Space Allocation Mtg.</td>
<td>221-A</td>
</tr>
<tr>
<td>4:30 PM - 5:30 PM</td>
<td>Follow-up on Reassignments</td>
<td>208A - Chris’s office</td>
</tr>
</tbody>
</table>
### All Day

- **House & Senate in RECESS**
  - Please See Above

- **(b) (6) - out**
  - Please See Above

- **(b) (6) - out**
  - Please See Above

### 9:00 AM - 9:30 AM

- **Calendar Review mtg. -- 208-A**

### 10:00 AM - 10:30 AM

- **Standing Mtg. w/ HR - re: Executive Resource Issues -- Chris's Office**
  - From: Carr, Rhonda - DM
  - Sent: Thursday, April 13, 2017 2:34 PM
  - To: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>; Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>
  - CC: Moore, Patty - DM <Patty.Moore@dm.usda.gov>; Meighan, Terri - DM <Terri.Meighan@dm.usda.gov>
  - Subject: RE: Request for standing meeting

  30 minutes and we may need a few weekly upfront but biweekly should be good. Thanks.

- From: Young, Chris - OSEC, Washington, DC
  - Sent: Thursday, April 13, 2017 2:29 PM
  - To: Carr, Rhonda - DM <Rhonda.Carr@dm.usda.gov>; Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>
  - CC: Moore, Patty - DM <Patty.Moore@dm.usda.gov>; Meighan, Terri - DM <Terri.Meighan@dm.usda.gov>
  - Subject: RE: Request for standing meeting

  Julie, I asked Rhonda to add this.

  Rhonda, do you think a 30-minute block weekly or biweekly is sufficient?

- From: Carr, Rhonda - DM
  - Sent: Thursday, April 13, 2017 2:02 PM
  - To: Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>
  - CC: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>; Moore, Patty - DM <Patty.Moore@dm.usda.gov>; Meighan, Terri - DM <Terri.Meighan@dm.usda.gov>
  - Subject: Request for standing meeting

  Hi Julie,

  Just want to put on your radar....to schedule a standing meeting with Chris, Patty, Terri, and I to discuss Executive Resources issues. Tentatively starting in May.....Many thanks.

---

*RHONDA C. CARR* | Deputy Director, Executive Resources Management Division
Office of Human Resources Management | Departmental Management | U.S. Department
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>10:30 AM - 11:00 AM</td>
<td>mtg. w/ HG/Bobbi Jeanquart -- 208A</td>
</tr>
<tr>
<td>2:00 PM - 4:00 PM</td>
<td>Strategy Meeting -- 107A</td>
</tr>
<tr>
<td>4:00 PM - 5:00 PM</td>
<td>Meeting regarding org changes round 2</td>
</tr>
<tr>
<td>Time</td>
<td>Event</td>
</tr>
<tr>
<td>--------------------</td>
<td>----------------------------------------------------------------------</td>
</tr>
<tr>
<td>All Day</td>
<td>House &amp; Senate in RECESS</td>
</tr>
<tr>
<td>All Day</td>
<td>[b] (6) - out</td>
</tr>
<tr>
<td>All Day</td>
<td>[b] (6) - out</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
<tr>
<td>10:00 AM - 11:00 AM</td>
<td>Korea/Japan Planning Meeting -- 221A</td>
</tr>
<tr>
<td>11:30 AM - 12:00 PM</td>
<td>mtg. w/ Carmen -- 208A - Chris's office</td>
</tr>
<tr>
<td>12:15 PM - 1:30 PM</td>
<td>Lunch with Chandler</td>
</tr>
<tr>
<td>2:30 PM - 3:00 PM</td>
<td>mtg. w/ Bryce Quick -- 208A - Chris's office</td>
</tr>
<tr>
<td>3:30 PM - 4:30 PM</td>
<td>Copy: Personnel Time</td>
</tr>
<tr>
<td>4:30 PM - 5:00 PM</td>
<td>mtg. w/ Kristi/Rob/Nick re: CA trip -- 208-A - Chris's office</td>
</tr>
<tr>
<td>5:00 PM - 5:30 PM</td>
<td>Calendar/Scheduling Items</td>
</tr>
<tr>
<td>Time</td>
<td>Event</td>
</tr>
<tr>
<td>--------------------</td>
<td>----------------------------------------------------------------------</td>
</tr>
<tr>
<td>All Day</td>
<td>House &amp; Senate in RECESS</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>(b) (6) - out</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>(b) (6) - out</td>
</tr>
<tr>
<td>9:00 AM - 10:00 AM</td>
<td>Additional Follow-Up on Reassignments -- 208A - Chris's office</td>
</tr>
<tr>
<td>10:00 AM - 11:00 AM</td>
<td>RV Tour #2 Overview -- 221A</td>
</tr>
<tr>
<td>11:00 AM - 12:00 PM</td>
<td>Boards &amp; Appointments</td>
</tr>
<tr>
<td>2:00 PM - 2:30 PM</td>
<td>mtg. w/ (b) (6) -- 208-A - Chris's office</td>
</tr>
<tr>
<td>Date</td>
<td>Event</td>
</tr>
<tr>
<td>------------</td>
<td>----------------------------</td>
</tr>
<tr>
<td>August 19, 2017</td>
<td>All Day House &amp; Senate in RECESS</td>
</tr>
<tr>
<td>All Day</td>
<td>House &amp; Senate in RECESS</td>
</tr>
<tr>
<td>---------</td>
<td>--------------------------</td>
</tr>
</tbody>
</table>

August 20, 2017
Sunday
The press release for the new chief is scheduled for 1:00 pm today. That can be held, or altered, as needed.

On Aug 20, 2017, at 9:23 PM, Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov> wrote:

Dan,

Thank you very much. In light of this escalation and the escalation of other fires over the past few days, I'm going to convene a conference call late morning tomorrow. Given the leadership change at the forest service, I want to make sure that everyone knows the secretary is fully behind the firefighting efforts, is fully briefed on them, and will make sure that there is no lapse in leadership during this transition.

In fact, we may need to:

Julie, can you convene the persons on this email for a 30 minute meeting late morning on Monday? Can you set up a conference call line in case persons cannot come to my office directly? This is a high priority, so you can move things from the morning to the afternoon or later in the week.

Sent from my iPhone

On Aug 20, 2017, at 20:24, Jiron, Dan - OSEC, Washington, DC <Dan.Jiron@osec.usda.gov> wrote:
August 21, 2017 Continued

Monday

3:00 PM - 4:00 PM  Additional Follow-Up on Reassignments -- 208A - Chris’s office

4:30 PM - 5:00 PM  mtg. to discuss TX travel (Oct.) -- 208A - Chris’s office
August 22, 2017

House & Senate in RECESS

Please See Above

Bring Your Dog to Work Day

The following message is being transmitted to you as a Departmental Management (DM) service to all Washington D.C. area USDA employees. Agency E-mail administrators: Please forward this message to all Washington D.C. area USDA employees.

**** Please do not respond to this mailbox. Thank you. ****

Dear USDA Family:

President Harry Truman famously said, “If you want a friend in Washington, get a dog.” Well, I already consider you all my USDA friends and family, but we in the Office of the Secretary still thought it would be nice if folks could bring their other family friends into work for a day. With that in mind, we are pleased to announce the inaugural “Bring Your Dog to Work Day” at the USDA National Capital Region (excluding privately owned buildings such as Park Center in Virginia; One Thomas Circle, Waterfront, Patriot Plaza 3, Reporters Building in DC; and Warehouse in Beltsville) on Tuesday, August 22, 2017.

This day was not chosen by accident, as it falls during the week that marks the 51st anniversary of the Animal Welfare Act, which governs the treatment of animals in research and exhibition. As a trained veterinarian, the humane care of animals is very important to me, just as it is for the farmers, ranchers, foresters, and producers of the United States. And, as a lifelong lover of “man’s best friend,” I thought a day for USDA employees to bring their dogs to work just seemed like a natural fit for our department.

Employees who wish to participate must provide their supervisors a signed copy of the attached Acknowledgement of Rules and Responsibility form by close of business Friday, August 18th. Supervisors must then send the signed form to Jacqueline Kelly, Office of Operations, at JacquelineE.Kelly@dm.usda.gov by close of business Monday, August 21st.

At all times, employees are responsible for their dogs; must respect the feelings and needs of co-workers; and honor “dog-free” zones. Employees will immediately take their dogs home if asked to do so by Department or agency management, security, or supervisors, no questions asked. For employees with allergies or other health concerns related to dogs, supervisors have the flexibility to approve unscheduled telework and re-arrange schedules to allow employees to continue work, or approve unscheduled leave or leave without pay. Employees who prefer not to work around our four-legged friends on this day also should work with their supervisors to discuss possible scheduling flexibilities.
In addition to “Bring Your Dog to Work Day,” we will also be marking the anniversary of the Animal Welfare Act with other events that same week, so please stay tuned. And if you have a social media account, you may want to be on the lookout for your four-legged friends that day on Twitter at @SecretarySonny.

Thank you for all of your hard work, and keep doing what you’re doing.

Sonny Perdue
Secretary

9:00 AM - 10:00 AM  Scheduling Meeting  -- 221-A

10:30 AM - 11:00 AM  mtg. w/ Michele Esch re: REE office space  -- 208A - Chris’s office

12:00 PM - 1:30 PM  Deputy Chiefs Lunch  -- Lincoln Dining Room, USDA

2:00 PM - 3:30 PM  Executive Resources Committee Mtg.  -- 208-A - Chris’s office
Discussion will be on pending issues.

3:30 PM - 4:00 PM  mtg. w/ Gary Washington  -- 200-A

4:30 PM - 5:15 PM  4-H/FFA mtg. - October Events  -- 208-A - Chris’s office
FYI I’ll have to call in from the road, because week. – Lilia McFarland

5:30 PM - 6:30 PM  RV Bus Tour #2 Re-Hash  -- 221A
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>House &amp; Senate in RECESS</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>Travel - Atlanta</td>
</tr>
</tbody>
</table>

Please See Above
TRAVELER NOTICE - Many airlines charge fees for baggage and other services. Amounts vary by airline and are subject to change. Travelers are responsible for verifying all fees charged by individual carriers. Please visit the operating carrier website of your ticketed itinerary for applicable fees.

To view your trip via Viewtrip, please click here

---

**Ticket Receipt**

Total Amount: 514.40 USD

This ticket information applies to the following trip(s):

- Delta Air Lines Flight 820 from Washington DC to Atlanta GA on August 23
- Delta Air Lines Flight 2990 from Atlanta GA to Washington DC on August 28

Electronic Ticket Number: 0068611228461
Invoice Number: E20198387
Ticket Amount: 514.40 USD
Form of Payment: V**********392

---

**Travel Summary – Agency Record Locator M9SV28**

**Traveler:** YOUNG/LARRY C  
**Reference number by traveler:** A0TOCS

<table>
<thead>
<tr>
<th>Date</th>
<th>From/To</th>
<th>Flight/Vendor</th>
<th>Status</th>
<th>Depart/Arrive</th>
<th>Class/Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>08/23/2017</td>
<td>ATL-DCA</td>
<td>DL 820</td>
<td>Confirmed</td>
<td>12:25 PM/2:18 PM</td>
<td>Economy / Y</td>
</tr>
<tr>
<td>08/23/2017</td>
<td>ATL</td>
<td>Hertz Rent-A-Car</td>
<td>Confirmed</td>
<td>08/23-08/26</td>
<td>Intermediate 2/4 Door</td>
</tr>
<tr>
<td>08/24/2017</td>
<td>TMA (D1)</td>
<td></td>
<td>Confirmed</td>
<td>08/24-08/25</td>
<td></td>
</tr>
<tr>
<td>08/26/2017</td>
<td>ATL (D2)</td>
<td></td>
<td>Confirmed</td>
<td>08/26-08/28</td>
<td></td>
</tr>
<tr>
<td>08/28/2017</td>
<td>ATL-DCA</td>
<td>DL 2990</td>
<td>Confirmed</td>
<td>09:45 AM/11:25 AM</td>
<td>Economy / Y</td>
</tr>
</tbody>
</table>

---

**AIR - Wednesday, August 23 2017 - Agency Record Locator M9SV28**

**Delta Air Lines Flight DL820 Economy**

**Depart:**  
Ronald Reagan National, Terminal B  
Washington, District of Columbia, United States  
12:25 PM Wednesday, August 23 2017

**Arrive:**  
Hartsfield-Jackson ATL, S - Terminal South  
Atlanta, Georgia, United States  
02:18 PM Wednesday, August 23 2017

**Duration:** 1 hour(s) and 53 minute(s) Non-stop

**Status:** Confirmed - Delta Air Lines Record Locator: JMDMXO

**Equipment:** Airbus Industrie A321  
**Seat:** 20D (Non smoking, Aisle) Confirmed

**FF Number:** XXXX007357 - YOUNG/LARRY C

**Distance:** 546 miles / 878.514 kilometers

**CO2 Emissions:** 240.24 lbs/109.2 kgs

**Remarks:** FOR UP TO DATE TRAVEL INFORMATION ON AIRLINE CHECK-IN/RESTRICTIONS/LIMITATIONS/SECURITY. PLEASE CHECK WWW.DELTA.COM

---

**CAR - Wednesday, August 23 2017**

**Hertz Rent-A-Car**

---

**Printer Friendly**
| Pick Up:  | Atlanta Hartsfield Intl Ap 2200 Rental Car Center Parkway College  
|          | Park 30337, GA, United States; Tel: +1 (404) 530-2525  
|          | 02:18 PM Wednesday, August 23 2017  |
| Drop Off: | Atlanta Hartsfield Intl Ap 2200 Rental Car Center Parkway College  
|          | Park 30337, GA, United States; Tel: +1 (404) 530-2525  
|          | 09:45 AM Monday, August 28 2017  |
| Type:    | Intermediate Car Auto A/C  |
| Status:  | Confirmed  |
| Weekly Rate: | USD 178.27  |
| Extra Day Fee: | USD 25.49  |
| Extra Day Allowance: | Unlimited Free Miles Per Extra Day  |
| Mileage Allowance: | Unlimited Free Miles  |
| Estimated Total: | USD 293.88 plus tax and any additional fees  |
| Confirmation: | H822259203 GOLD  |
| Corp. Discount: | XXXX406  |
| Frequent Renter ID: | XXXXXX0652  |
| CO2 Emissions: | Each gallon of unleaded gasoline consumed is 19.6 lbs/8.91 kgs and litre of petrol is 5 lbs/2.31 kgs  |
| Special Information: | RF-AGR235600  |
| Remarks: | BASE RATE DOES NOT INCLUDE TAXES AND SURCHARGES  
|          | CAR RENTER MUST BE 25 OR 18 YEARS OF AGE IF GOVERNMENT  
|          | RATE CONFIRMED WITH VALID DRIVERS LICENSE. CREDIT CARD  
|          | IN THE NAME OF THE DRIVER IS REQUIRED FOR RENTAL.  |

**HOTEL - Thursday, August 24 2017**

| Address:              | (b) (6)  |
| Tel:                  |         |
| Fax:                  |         |
| Check In/Check Out:  | Thursday, August 24 2017 - Friday, August 25 2017  |
| Status:              | Confirmed  |
| Number of Persons:   | 1  |
| Number of Rooms:     | 1  |
| Number of Nights:    | 1  |
| Rate per night:      | USD 91.00 plus tax and any additional fees  |
| Guaranteed:          | Yes  |
| Confirmation:        | 92210418  |
| Frequent Guest ID:   | XXXX65108  |
| CO2 Emissions:       | Per night is approximately 63.8 lbs/29 kgs  |
| Remarks:             | CANCEL 24 HOURS PRIOR TO ARRIVAL  
|                      | CREDIT CARD REQUIRED AT CHECK IN  |

**HOTEL - Saturday, August 26 2017**

| Address:              | (b) (6)  |
| Tel:                  |         |
| Fax:                  |         |
| Check In/Check Out:  | Saturday, August 26 2017 - Monday, August 28 2017  |
| Status:              | Confirmed  |
| Number of Persons:   | 1  |
| Number of Rooms:     | 1  |
| Number of Nights:    | 2  |
| Rate per night:      | USD 140.00 plus tax and any additional fees  |
| Guaranteed:          | Yes  |
| Confirmation:        | 92218920  |
| Frequent Guest ID:   | XXXX47224  |
| CO2 Emissions:       | Per night is approximately 63.8 lbs/29 kgs  |
| Remarks:             | CANCEL 48 HOURS PRIOR TO ARRIVAL  
|                      | CREDIT CARD REQUIRED AT CHECK IN  |

**AIR - Monday, August 28 2017 - Agency Record Locator M9SV28**
**Delta Air Lines Flight DL2990 Economy**

**Depart:**
Hartsfield-Jackson ATL, S. - Terminal South
Atlanta, Georgia, United States
09:45 AM Monday, August 28 2017

**Arrive:**
Ronald Reagan National, Terminal B
Washington, District of Columbia, United States
11:25 AM Monday, August 28 2017

**Duration:**
1 hour(s) and 40 minute(s) Non-stop

**Status:**
Confirmed - Delta Air Lines Record Locator: JMDMXO

**Equipment:**
Airbus Industrie A321

**Seat:**
20D (Non smoking, Aisle) Confirmed

**FF Number:**
XXXX007357 - YOUNG/LARRY C

**Distance:**
546 miles / 878.514 kilometers

**CO2 Emissions:**
240.24 lbs/109.2 kgs

---

**Remarks**

FOR 24/7 TRAVEL ASSISTANCE PLEASE CONTACT THE BCD TRAVEL TEAM AT 1-800-877-8120
FOR OUTSIDE THE US CALL COLLECT 770-829-2603
FOR THE HEARING IMPAIRED PLEASE DIAL 711 TO ACCESS RELAY SERVICE PROVIDE PHONE NUMBER OF 1-800-877-8120 TO ACCESS TRAVEL DUE TO RECENT CHANGES IN THE FY15 GOVERNMENT CITY PAIR PROGRAM/CPP YOUR AIR RESERVATIONS ARE SUBJECT TO CANCELLATION BY THE AIRLINES IF NOT TICKETED AT LEAST 48 HOURS PRIOR TO SCHEDULED DEPARTURE PLEASE ENSURE ALL NECESSARY APPROVALS ARE PROCESSED IN ACCORDANCE WITH YOUR AGENCY’S BUSINESS RULES BUT NO LESS THAN 3 BUSINESS DAYS PRIOR TO DEPARTURE TO ENSURE TICKETING. THIS 48 HOUR CANCELLATION RULE DOES NOT APPLY TO INTERNATIONAL RESERVATIONS UNLESS YOUR TRIP HAS DOMESTIC CONNECTIONS ON MORE THAN ONE AIRLINE OR THESE RESERVATIONS REQUIRE SEPARATE AIR TICKETS.

CHECK-IN TIMES ARE 90 MINUTES PRIOR TO DEPARTURE FOR DOMESTIC FLIGHTS OR 120 MINUTES FOR INTERNATIONAL ELECTRONIC TICKET/S WILL BE ISSUED FOR THIS TRIP YOUR HOTEL RESERVATION IN ATLANTA DOES NOT MATCH FLIGHT ITINERARY IF AN ERROR HAS OCCURRED CONTACT US AT 1-800-977-8120 CHECKED BAGGAGE POLICIES MAYER BASED ON CARRIER AND FINAL WITH YOUR TRAVEL CONSULTANT OR THE AIRLINES WEBSITE. YOUR HOTEL RESERVATION IN TIFTON DOES NOT MATCH FLIGHT ITINERARY IF AN ERROR HAS OCCURRED CONTACT US AT 1-800-977-8120

**Estimated trip total**

<table>
<thead>
<tr>
<th></th>
<th>Car</th>
<th>Hotel</th>
<th>Rail</th>
<th>Other</th>
</tr>
</thead>
<tbody>
<tr>
<td>514.40 USD</td>
<td>288.88 USD</td>
<td>444.24 USD</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Fare details: Ticketed**

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Fare information</th>
<th>Refund restrictions before departure</th>
<th>Change restrictions after ticketing</th>
<th>Ticket information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Air DL820 23Aug DL2990 28Aug</td>
<td>Total: USD 514.40</td>
<td>REFUND RESTRICTIONS MAY APPLY</td>
<td>CHANGE RESTRICTIONS MAY APPLY</td>
<td></td>
</tr>
</tbody>
</table>

All quotes are provider quotes excluding possible taxes and charges en route. Currency conversions shown in this itinerary receipt are done using the bank rate applicable at the date shown in the header of this document. Please note that some local taxes and charges may be invoiced during your trip and cannot be shown at time of reservation.
Advice to Passengers

Transportation of Hazardous Materials

Federal law forbids the carriage of hazardous material aboard the aircraft, in your luggage, or on your person. A violation can result in 5 years imprisonment and penalties of $250,000 or more (49 U.S.C 5124). Hazardous materials include explosives, compressed gases, flammable liquids and solids, oxidizers, poisons, corrosives and radioactive materials.

Forbidden Dangerous Items Examples:

Paints, lighter fluid, fireworks, tear gases, oxygen bottles and radiopharmaceuticals. There are special exceptions for small quantities (up to 70 ounces total) of medicinal and toilet articles carried in your luggage and certain smoking materials carried on your person. For further information, contact your airline representative.

Note: Spare batteries and fuel cells are not permitted in checked or hold baggage. These items MUST be packed in carry-on baggage. If your carry-on bag is gate checked, the spare batteries and fuel cells must be removed and carried in the cabin.

This email was generated at 16Aug/3:56 PM UTC

BCD Travel acts only as an agent for the airlines, hotels, bus companies, railroads, tour operators, cruise lines, car rental companies, and other similar third parties providing accommodations, transportation, or other meeting and travel related services (“Suppliers”). Suppliers are independent and do not act for or on behalf of BCD Travel, are not employees of BCD Travel, and do not have a joint venture or partnership with BCD Travel. Suppliers have their own terms and conditions for the services they provide, and you agree to abide by the terms and conditions set forth in any and all documents for any such Supplier services, including, without limitation, all cancellation fees. By utilizing the services represented by this itinerary, you agree to the foregoing and also agree that neither BCD Travel or its parent, affiliates, subsidiaries, partners, agents, and their respective officers, directors, employees, and representatives shall be or become liable for any loss, cost, expense, injury, accident, or damage to person or property resulting directly or indirectly from (i) the acts or omissions of Suppliers, including, but not limited to, delays or cancellation of services, cessation of operations, breakdown in machinery or equipment, or changes in fares, itineraries, or schedules; and/or (ii) acts of God, dangers incident to the sea, fires, acts of government or other authorities, wars, acts of terrorism, civil unrest, strikes, riots, thefts, pilferage, epidemics, quarantines, other diseases, climatic aberrations, or from any other cause beyond BCD Travel’s control. Please see additional terms and conditions related to this itinerary at Terms and Conditions.
8:00 AM - 9:00 AM Subcabinet Meeting -- 200-A Conference Room

Please note Subcabinet meeting time has changed to 8:00-9:00 am. Please allow 1 hour for the meeting.

Under Secretary may send Chief of Staff in their place when needed.

Conference Line: 888-844-9904
Access code: (b) (6)

9:00 AM - 9:30 AM Calendar Review mtg. -- 208-A

10:00 AM - 10:30 AM Standing Mtg. w/ HR - re: Executive Resource Issues -- Chris's Office
From: Carr, Rhonda - DM
Sent: Thursday, April 13, 2017 2:34 PM
To: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>; Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>
Cc: Moore, Patty - DM <Patty.Moore@dm.usda.gov>; Meighan, Terri - DM <Terri.Meighan@dm.usda.gov>
Subject: RE: Request for standing meeting

30 minutes and we may need a few weekly upfront but biweekly should be good. Thanks.

From: Young, Chris - OSEC, Washington, DC
Sent: Thursday, April 13, 2017 2:29 PM
To: Carr, Rhonda - DM <Rhonda.Carr@dm.usda.gov>; Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>
Cc: Moore, Patty - DM <Patty.Moore@dm.usda.gov>; Meighan, Terri - DM <Terri.Meighan@dm.usda.gov>
Subject: RE: Request for standing meeting

Julie, I asked Rhonda to add this.

Rhonda, do you think a 30-minute block weekly or biweekly is sufficient?

From: Carr, Rhonda - DM
Sent: Thursday, April 13, 2017 2:02 PM
To: Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>
Cc: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>; Moore, Patty - DM <Patty.Moore@dm.usda.gov>; Meighan, Terri - DM <Terri.Meighan@dm.usda.gov>
Subject: Request for standing meeting
Hi Julie,

Just want to put on your radar....to schedule a standing meeting with Chris, Patty, Terri, and I to discuss Executive Resources issues. Tentatively starting in May.....Many thanks.

Roo

**RHONDA C. CARR** | Deputy Director, Executive Resources Management Division  
Office of Human Resources Management | Departmental Management | U.S. Department of Agriculture  
1400 Independence Avenue, SW | JLW Building | Room 309W  
Washington, D.C. 20250  
202/720-3967-Direct | Cell  
rhonda.carr@dm.usda.gov

11:00 AM - 12:00 PM  
Montana program call  
Call in number: (888) 844-9904  
Access Code: (b) (6)

11:00 AM - 11:15 AM  
depart for DCA

12:30 PM - 12:45 PM  
12:25p Delta flight 820 from DCA to Atlanta

2:15 PM - 2:30 PM  
2:18p arrival in Atlanta

2:45 PM - 3:00 PM  
Hertz - pick up car
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>House &amp; Senate in RECESS</td>
</tr>
<tr>
<td>All Day</td>
<td>Travel - Atlanta</td>
</tr>
<tr>
<td>All Day</td>
<td>(b)(6) - out</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
</tbody>
</table>
### August 25, 2017
#### Friday

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>House &amp; Senate in RECESS Please See Above</td>
</tr>
<tr>
<td>All Day</td>
<td>Travel - Atlanta Please See Above</td>
</tr>
<tr>
<td>All Day</td>
<td>Julie - CDO</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
<tr>
<td>9:30 AM - 10:00 AM</td>
<td>Hurricane Harvey Update Conference call -- Teleconference (Call in number: 1-866-682-7728, Participant code: <a href="6">b</a>) USDA Emergency Coordinators,</td>
</tr>
</tbody>
</table>

Please join EPD in a teleconference call at 9:30 AM EDT August 25, 2017, for an update on Hurricane Harvey. Agencies will also have an opportunity to provide agency specific updates.

**Call in number:** 1-866-682-7728  
**Participant code:** [b](6)

---

**Regards,**

USDA Operations Center  
[OpsCenter@dm.usda.gov](mailto:OpsCenter@dm.usda.gov)  
202-720-5711 (O)  
202-205-2915 (F)

---

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>2:00 PM - 2:30 PM</td>
<td>PAD MEETING TODAY: Hurricane Harvey - request attendance -- 1-800-981-3173 access code: <a href="6">b</a></td>
</tr>
</tbody>
</table>

SEC is requesting a short meeting to brief the Public Affairs Directors on Hurricane Harvey USDA response and our communications at 2 pm today. If you are a PAD or PAD designated backup, please clear your schedule and call in. Otherwise, you are invited to join the call as you deem appropriate for your own awareness. The attached press release was distributed by the Department at 12:30 pm.

**Main Line:** 1-800-981-3173
Local Line: 202-720-7039

Cod: (b) (6)
August 26, 2017

All Day
House & Senate in RECESS
Please See Above

All Day
Travel - Atlanta
Please See Above

2:00 PM - 2:30 PM
Hurricane Harvey Update Conference call [UPDATE] -- Hurricane harvey update Conference Call; Teleconference call in number: 1-888-844-9904; Participant Code: (b) (6)
USDA Emergency Coordinators and Emergency Support Function Coordinators,

Please join EPD in a teleconference call at 2:00 PM EDT August 26, 2017 and 2:00 PM EDT August 27, 2017, for an update on Hurricane Harvey. Agencies will also have an opportunity to provide agency specific updates.

Call in Number: 1-888-844-9904
Participant Code: (b) (6)

Please see below attachments,

Regards,

USDA Operations Center
OpsCenter@dm.usda.gov
202-720-5711 (O)
202-205-2915 (F)
2:00 PM - 2:30 PM

[UPDATE] Tropical Storm Harvey Conference call Sunday August 27, 2017 at 2:00 pm EDT [UPDATE] -- 1-888-844-9904 (B)(6)

[UPDATE] Please see the attached Agenda and Slide Deck.

USDA Emergency Coordinators and Emergency Support Function Coordinators,

Please join EPD in a teleconference call at 2:00 PM EDT August 27, 2017 for an update on Tropical Storm Harvey. Agencies will also have an opportunity to provide agency specific updates.

Call in number: 1-888-844-9904
Participant code: (B)(6)

Regards,

USDA Operations Center
OpsCenter@dm.usda.gov
202-720-5711 (O)
202-205-2915 (F)
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>House &amp; Senate in RECESS</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>Travel - Atlanta</td>
</tr>
<tr>
<td>6:00 AM - 6:15 AM</td>
<td>depart for Atlanta airport</td>
</tr>
<tr>
<td>7:30 AM - 7:45 AM</td>
<td>7:25a Delta flight 2638 depart Atlanta to DCA</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
<tr>
<td>9:00 AM - 9:15 AM</td>
<td>9:09a arrival at DCA</td>
</tr>
<tr>
<td>9:30 AM - 9:45 AM</td>
<td>office arrival</td>
</tr>
<tr>
<td>10:00 AM - 11:30 AM</td>
<td>Re-Org Briefing -- 200A</td>
</tr>
<tr>
<td>1:00 PM - 3:00 PM</td>
<td>Personnel Time (Do not Disturb) -- 200A</td>
</tr>
<tr>
<td>4:00 PM - 4:45 PM</td>
<td>Subcabinet Meeting RE: Hurricane Harvey -- 200A</td>
</tr>
<tr>
<td>5:00 PM - 6:00 PM</td>
<td>RV Tour #2 (The Final Countdown) -- 221A</td>
</tr>
</tbody>
</table>
All Day

House & Senate in RECESS

Please See Above

9:00 AM - 10:00 AM

Scheduling Meeting -- 221-A

1:00 PM - 1:30 PM

LA/TX/CA/OR -- 208A

One per office is fine; all are welcome. Got some important data re: this trip we need to work through… all ahead of a call the Secretary has with POTUS tomorrow.

2:30 PM - 3:00 PM

Weekly mtg. w/ Duane Williams -- 208-A

4:00 PM - 5:00 PM

Round 1 Reg Reform - Admin and Internal -- 221A

Cancel the 1-2 pm mtg same day

4:00 PM - 4:30 PM

Communications Strategy Meeting --

All, we need to move this to 4:00pm, as budget is running long. Thank you.

6:00 PM - 10:00 PM

(b) (6)
<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>House &amp; Senate in RECESS Please See Above</td>
</tr>
<tr>
<td>8:00 AM - 9:00 AM</td>
<td>Subcabinet Meeting -- 200-A Conference Room</td>
</tr>
<tr>
<td></td>
<td>Please note Subcabinet meeting time has changed to 8:00-9:00 am. Please allow 1 hour for the meeting.</td>
</tr>
<tr>
<td></td>
<td>Under Secretary may send Chief of Staff in their place when needed.</td>
</tr>
<tr>
<td></td>
<td>Conference Line: 888-844-9904 Access code: (b) (6)</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>HG/CY - mtg. w/ Don Bice -- 200A - Heidi’s office</td>
</tr>
<tr>
<td>9:30 AM - 10:00 AM</td>
<td>Fire Strategy mtg. -- 208-A - Chris’s office</td>
</tr>
<tr>
<td>10:00 AM - 10:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
<tr>
<td>10:30 AM - 11:30 AM</td>
<td>Reassignments/PRBs -- Chris’s Office</td>
</tr>
<tr>
<td>1:00 PM - 2:00 PM</td>
<td>Hold: Reorg Meeting -- 200-A</td>
</tr>
<tr>
<td>2:30 PM - 3:00 PM</td>
<td>Meet with Lauren &amp; Campbell Re: Next week</td>
</tr>
<tr>
<td>3:30 PM - 4:00 PM</td>
<td>mtg. w/ Diem-Linh -- 200A - Heidi’s office</td>
</tr>
<tr>
<td>4:00 PM - 4:15 PM</td>
<td>depart USDA</td>
</tr>
<tr>
<td>7:30 PM - 7:45 PM</td>
<td>7:38p Jetblue flight B61098 depart DCA for Hartford CT</td>
</tr>
<tr>
<td>9:00 PM - 9:15 PM</td>
<td>8:57p arrival at Hartford CT</td>
</tr>
<tr>
<td>Time</td>
<td>Event</td>
</tr>
<tr>
<td>-----------------</td>
<td>--------------------------------------------</td>
</tr>
<tr>
<td>All Day</td>
<td>House &amp; Senate in RECESS Please See Above</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>(b) (6) - out</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>RV Tour w/ Sec.</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. - 208-A</td>
</tr>
</tbody>
</table>
12:00 AM - 12:00 AM  House & Senate IN Session
Please See Above

12:00 AM - 12:00 AM  Chris - official travel - Phoenix AZ
Please See Above

All Day  Julie - CDO

8:30 AM - 9:30 AM  Senior Staff Mtg. Call numbers below -- OSEC Bullpen; see phone numbers below
All:
Going forward, we can use the conference line number below.
Conference Line:
1-888-844-9904
Code: [b] (6)
The phone number for the phone is [b] (6). We can use this when there is only one person calling in.

9:00 AM - 9:30 AM  Calendar Review mtg. -- 208-A

11:34 AM - 7:34 PM  depart Phoenix at 11:34a on Delta flight 1546 - arrive Atlanta at 5:10p - depart Atlanta at 5:51p on Delta flight 2909 - arrive DCA at 7:34p
### December 4, 2017

#### Monday

<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>Senate ONLY IN Session</td>
</tr>
<tr>
<td>8:30 AM - 9:30 AM</td>
<td>Senior Staff Mtg. Call numbers below -- OSEC Bullpen; see phone numbers below</td>
</tr>
<tr>
<td></td>
<td>All:</td>
</tr>
<tr>
<td></td>
<td>Going forward, we can use the conference line number below.</td>
</tr>
<tr>
<td></td>
<td><strong>Conference Line:</strong> 1-888-844-9904</td>
</tr>
<tr>
<td></td>
<td><strong>Code:</strong> [b (6)]</td>
</tr>
<tr>
<td></td>
<td>The phone number for the phone is [b (6)]. We can use this when there is only one person calling in.</td>
</tr>
<tr>
<td>9:00 AM - 10:00 AM</td>
<td>Secretary -- Remarks and mock swearing in of the RD and FSA State Directors -- The Jefferson Auditorium</td>
</tr>
<tr>
<td>9:30 AM - 10:00 AM</td>
<td>Surrogate Calendar Meeting -- 208A</td>
</tr>
<tr>
<td>10:15 AM - 10:30 AM</td>
<td>Dep. CoS Chris Young speaks</td>
</tr>
<tr>
<td>11:00 AM - 12:00 PM</td>
<td>Unions Briefing</td>
</tr>
<tr>
<td>1:00 PM - 1:30 PM</td>
<td>Communications Strategy Meeting</td>
</tr>
<tr>
<td>1:30 PM - 2:00 PM</td>
<td>Schedule Review --</td>
</tr>
<tr>
<td>2:00 PM - 2:30 PM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
<tr>
<td>3:00 PM - 3:15 PM</td>
<td>Weekly mtg. w/ Duane Williams -- 208-A</td>
</tr>
</tbody>
</table>
To: Mission Area Chiefs of Staff

From: L. Christopher Young, Deputy Chief of Staff, U.S. Department of Agriculture

Re: Weekly Chiefs Meeting

Effective next Tuesday, 28 November, and then every Tuesday morning thereafter, we will hold a mandatory weekly mission area chiefs of staff meeting. The meeting will be from 8:00 – 9:00 am and take place in the Secretary’s conference room (200-A). Ms. Julie Gordon, my executive assistant, will send out a calendar invitation shortly.

At the initial meeting, Heidi and I will outline the purpose and what you should come each week prepared to discuss. In general, though, we want to unify our messaging across the Department. To that end, each week you should bring a one-month rolling set of announcements and events for your constituent agencies. We will also consider in more depth items that the subcabinet will cover on Wednesdays.

Your attendance is required. Should you be on leave or otherwise unable to attend, please ensure that your mission area is appropriately represented.

L. Christopher Young
Deputy Chief of Staff
United States Department of Agriculture
Office: 202.720.3631
### December 5, 2017 Continued

**Tuesday**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
</tr>
</thead>
</table>
| 2:00 PM - 3:30 PM | **State Directors Part II -- 200A**  
Meeting to present the Secretary a consolidated list to consider. |
| 4:00 PM - 4:30 PM | **Budget Process Contingency Planning -- 208-A**  
Please come to Chris Young’s office Tuesday at 4:00pm for a short walk-through of USDA’s planning and contingencies during a lapse of appropriations. |
| 4:30 PM - 5:00 PM | **Document Review**                                                              |
| 5:00 PM - 6:00 PM | **Cabinet Affairs Outlook Report Due**                                          |
### December 6, 2017
**Wednesday**

<table>
<thead>
<tr>
<th>All Day</th>
<th>House &amp; Senate IN Session</th>
<th>Please See Above</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td></td>
<td>(b) (b) - out</td>
</tr>
</tbody>
</table>

**8:00 AM - 9:00 AM**

Subcabinet Meeting -- 200-A Conference Room

Please note Subcabinet meeting time has changed to 8:00-9:00 am. Please allow 1 hour for the meeting.

Under Secretary may send Chief of Staff in their place when needed.

Conference Line: 888-844-9904
Access code: 

**9:00 AM - 9:30 AM**

Calendar Review mtg. -- 208-A

**10:00 AM - 10:30 AM**

mtg. w/ Dan Jiron re: office move -- 208-A

**10:30 AM - 11:00 AM**

Standing Mtg. w/ HR - re: Executive Resource Issues -- Chris’s Office

**From:** Carr, Rhonda - DM  
**Sent:** Thursday, April 13, 2017 2:34 PM  
**To:** Young, Chris - OSEC, Washington, DC; Gordon, Julie - OSEC  
**Cc:** Moore, Patty; Meighan, Terri - DM  
**Subject:** RE: Request for standing meeting

30 minutes and we may need a few weekly upfront but biweekly should be good. Thanks.

**From:** Young, Chris - OSEC, Washington, DC  
**Sent:** Thursday, April 13, 2017 2:29 PM  
**To:** Carr, Rhonda - DM; Gordon, Julie - OSEC  
**Cc:** Moore, Patty; Meighan, Terri - DM  
**Subject:** RE: Request for standing meeting

Julie, I asked Rhonda to add this.

Rhonda, do you think a 30-minute block weekly or biweekly is sufficient?
Hi Julie,

Just want to put on your radar....to schedule a standing meeting with Chris, Patty, Terri, and I to discuss Executive Resources issues. Tentatively starting in May.....Many thanks.

Rhonda C. Carr  
Deputy Director, Executive Resources Management Division  
Office of Human Resources Management | Departmental Management | U.S. Department of Agriculture  
1400 Independence Avenue, SW | JLW Building | Room 309W  
Washington, D.C. 20250  
202/720-3967-Direct | Cell  
rhonda.carr@dm.usda.gov

11:00 AM - 12:00 PM  mtg. w/ Lilia M. re: Intern Placement -- 208-A

2:30 PM - 4:00 PM  Christmas Tree Lighting Ceremony -- The Whitten Patio
<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>House &amp; Senate IN Session</td>
</tr>
<tr>
<td>8:30 AM - 9:30 AM</td>
<td>Senior Staff Mtg. Call numbers below -- OSEC Bullpen; see phone numbers below</td>
</tr>
<tr>
<td></td>
<td>All:</td>
</tr>
<tr>
<td></td>
<td>Going forward, we can use the conference line number below.</td>
</tr>
<tr>
<td></td>
<td>Conference Line:</td>
</tr>
<tr>
<td></td>
<td>1-888-844-9904</td>
</tr>
<tr>
<td></td>
<td>Code: (b) (6)</td>
</tr>
<tr>
<td></td>
<td>The phone number for the phone is (b) (6)</td>
</tr>
<tr>
<td></td>
<td>We can use this when there is only one person calling in.</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
<tr>
<td>All Day</td>
<td>House &amp; Senate IN Session</td>
</tr>
<tr>
<td>---------</td>
<td>--------------------------</td>
</tr>
<tr>
<td>All Day</td>
<td>(b) (6) - out</td>
</tr>
<tr>
<td>All Day</td>
<td>William Grifenhagen’s last day</td>
</tr>
<tr>
<td>All Day</td>
<td>House &amp; Senate IN Session</td>
</tr>
<tr>
<td>Date</td>
<td>Event</td>
</tr>
<tr>
<td>-----------</td>
<td>-------------------------------</td>
</tr>
<tr>
<td>December 10, 2017</td>
<td>House &amp; Senate IN Session</td>
</tr>
</tbody>
</table>

Sunday
Tuesday December 11th

All Day

House & Senate IN Session

Please See Above

8:30 AM - 9:30 AM

Senior Staff Mtg. Call numbers below -- OSEC Bullpen; see phone numbers below

All:

Going forward, we can use the conference line number below.

Conference Line:
1-888-844-9904

Code: (b) (6)

The phone number for the phone is (b) (6). We can use this when there is only one person calling in.

9:00 AM - 9:30 AM

Calendar Review mtg. -- 208-A

9:30 AM - 10:00 AM

Surrogate Calendar Meeting -- 208A

12:30 PM - 1:00 PM

WHLO: All Appointee Meeting -- Call-In Number: 1(888)844-9904; Participant Code: (b) (6)

Political Appointee Meeting – [12/11/17, 12:30 PM]

1) Introduction

2) Ethics Minute

3) Secretary’s Week Ahead

4) Deputy Secretary’s Week Ahead

5) Congressional Relations Update

6) Communications Update

7) General Announcements

   a) White House announcements
   b) WHLO announcements
   c) General Announcements

3:00 PM - 4:00 PM

Japan/Korea follow up meeting -- 208A

4:00 PM - 4:45 PM

Communications Strategy Meeting

Discuss National Press Club Speech and other events for the week.
December 12, 2017
Tuesday

House & Senate IN Session

8:00 AM - 9:00 AM
Weekly Mission Area Chiefs of Staff Meeting -- 200-A Conference Room
To: Mission Area Chiefs of Staff

From: L. Christopher Young, Deputy Chief of Staff, U.S. Department of Agriculture

Re: Weekly Chiefs Meeting

Effective next Tuesday, 28 November, and then every Tuesday morning thereafter, we will hold a mandatory weekly mission area chiefs of staff meeting. The meeting will be from 8:00 – 9:00 am and take place in the Secretary’s conference room (200-A). Ms. Julie Gordon, my executive assistant, will send out a calendar invitation shortly.

At the initial meeting, Heidi and I will outline the purpose and what you should come each week prepared to discuss. In general, though, we want to unify our messaging across the Department. To that end, each week you should bring a one-month rolling set of announcements and events for your constituent agencies. We will also consider in more depth items that the subcabinet will cover on Wednesdays.

Your attendance is required. Should you be on leave or otherwise unable to attend, please ensure that your mission area is appropriately represented.

L. Christopher Young
Deputy Chief of Staff
United States Department of Agriculture
Office: 202.720.3631

9:00 AM - 10:00 AM
Scheduling Meeting -- 221-A

10:00 AM - 10:30 AM
Interview -- 208A

11:00 AM - 12:00 PM
Follow-Up USDA Regulations Status Readout mtg. -- 221-A
12:15 PM - 12:30 PM  mtg. w/ CR -- 208-A

1:00 PM - 1:30 PM  call w/ Arlean Leland re: HR Director Position -- she will call you

1:30 PM - 2:00 PM  Weekly Mtg. w/ Don Bice -- 208-A - Chris's Office

2:00 PM - 2:30 PM  Coordination Mtg. on WH Calendaring Around RPTF and Infrastructure -- 200A - Heidi's office

2:30 PM - 3:00 PM  call w/ AFBF
Thanks, please lock that in for a call with AFBF
Sent from my iPhone

On Dec 12, 2017, at 8:10 AM, Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov> wrote:
Blake,

Chris is open at 2p.

<image001.png>

Julie Gordon
Special Assistant – Office of the Secretary

United States Department of Agriculture
Office: 202-720-3631
Cell: (b) (6)

From: Rollins, Blake - OSEC, Washington, DC
Sent: Monday, December 11, 2017 8:55 PM
To: Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>
Subject: Fwd: Have time for a call tomorrow afternoon?

Sent from my iPhone

Begin forwarded message:
From: "Young, Chris - OSEC, Washington, DC" <Chris.Young@osec.usda.gov>
Date: December 11, 2017 at 8:18:25 PM EST
To: "Rollins, Blake - OSEC, Washington, DC"
<Blake.Rollins@osec.usda.gov>
Subject: Re: Have time for a call tomorrow afternoon?
Check with Julie.

Sent from my iPhone

<Blake.Rollins@osec.usda.gov> wrote:
What works for you? I’m free after 1:30 as well
Sent from my iPhone

Begin forwarded message:
From: Dale Moore [9 (6)] @fb.org
Date: December 11, 2017 at 7:25:30 PM EST
To: "Rollins, Blake - OSEC, Washington, DC"
<Blake.Rollins@osec.usda.gov>
Cc: "Young, Chris - OSEC, Washington, DC"
<Chris.Young@osec.usda.gov>, "Bridgforth, Turner - OSEC, Washington, DC" <Turner.Bridgforth@osec.usda.gov>
Subject: Re: Have time for a call tomorrow afternoon?
Anytime after 1:30??
Sent from my iPhone

On Dec 11, 2017, at 7:18 PM, Rollins, Blake - OSEC, Washington, DC
<Blake.Rollins@osec.usda.gov> wrote:
Hi dale, good to visit with you this AM.

Can we have a follow up conversation tomorrow afternoon to discuss the event?

Is there a good time for you?

Thanks much,
Blake

3:30 PM - 4:30 PM  Mandatory Mtg. -- Rural Prosperity Rollout -- 208-A
December 13, 2017

House & Senate IN Session

8:00 AM - 9:00 AM
Ethics Briefing on Holiday Giving/Activities and Cybersecurity Briefing (Subcabinet to follow) -- 200A Conference
Subcabinet
OSEC

The ethics briefing will be from 8:00am-8:15am and those not involved in Subcabinet will depart after that.

8:00 AM - 9:00 AM
Subcabinet Meeting **Update in Message Body** -- 200-A Conference Room

During the Subcabinet meeting on December 13th, The Secretary would like to do an ethics briefing on Holiday Giving/Activities/Receptions for members of the Subcabinet and all of OSEC during the first 15 minutes of Subcabinet. He will then likely stay for the remainder of the Subcabinet meeting.

Under Secretary may send Chief of Staff in their place when needed.

Conference Line: 888-844-9904
Access code: (B) (B)

9:00 AM - 9:30 AM
Calendar Review mtg. -- 208-A

9:30 AM - 10:00 AM
PRB Results Pre-Meeting -- 208A

Please come prepared with what you will present to the Secretary tomorrow at 3:00pm.

10:30 AM - 11:00 AM
Standing Mtg. w/ HR - re: Executive Resource Issues -- Chris’s Office

From: Carr, Rhonda - DM
Sent: Thursday, April 13, 2017 2:34 PM
To: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>; Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>
Cc: Moore, Patty - DM <Patty.Moore@dm.usda.gov>; Meighan, Terri - DM <Terri.Meighan@dm.usda.gov>
Subject: RE: Request for standing meeting

30 minutes and we may need a few weekly upfront but biweekly should be good. Thanks.

From: Young, Chris - OSEC, Washington, DC
Sent: Thursday, April 13, 2017 2:29 PM
To: Carr, Rhonda - DM <Rhonda.Carr@dm.usda.gov>; Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>
Cc: Moore, Patty - DM <Patty.Moore@dm.usda.gov>; Meighan, Terri - DM <Terri.Meighan@dm.usda.gov>
Subject: RE: Request for standing meeting

Julie, I asked Rhonda to add this.
Rhonda, do you think a 30-minute block weekly or biweekly is sufficient?

From: Carr, Rhonda - DM  
Sent: Thursday, April 13, 2017 2:02 PM  
To: Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>  
Cc: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>; Moore, Patty - DM <Patty.Moore@dm.usda.gov>; Meighan, Terri - DM <Terri.Meighan@dm.usda.gov>  
Subject: Request for standing meeting

Hi Julie,

Just want to put on your radar....to schedule a standing meeting with Chris, Patty, Terri, and I to discuss Executive Resources issues. Tentatively starting in May.....Many thanks.

Rhonda C. Carr  | Deputy Director, Executive Resources Management Division
Office of Human Resources Management | Departmental Management | U.S. Department of Agriculture
1400 Independence Avenue, SW | JLW Building | Room 309W
Washington, D.C. 20250
202/720-3967-Direct | (6) | Cell
rhonda.carr@dm.usda.gov

11:30 AM - 1:00 PM  
Lunch with The Dashers -- The People’s Buffet

1:00 PM - 2:00 PM  
G20 Discussion -- 5B Conference Room  
POC: Kristina LaTour Haehn OHSEC/FAIS 202-720-9746

2:30 PM - 3:00 PM  
mtg. w/ Chad Sheridan -- 208A

Hey, Chad – it’s a crazy week, so I apologize. Have some very serious impending deadlines. I’ll ask Julie to schedule a time, but it might be next week.

From: Sheridan, Chad - RMA  
Sent: Wednesday, December 6, 2017 9:06 AM  
To: Young, Chris - OSEC, Washington, DC
<Chris.Young@osec.usda.gov>
Subject: Follow-up on visit

Chris,

I stopped by Monday afternoon to check in with you regarding the FPAC customer experience portal efforts—ask is 5-10 minutes.

Thanks.

cfs

3:00 PM - 4:00 PM PRB Results and Debriefing

4:00 PM - 4:15 PM mtg. w/ Carly -- 208A

4:15 PM - 5:15 PM Mandatory Mtg. - Rural Prosperity Roll Out -- 208A

4:15 PM - 4:45 PM mtg. w/ Don Cole & Leslie
### December 14, 2017
**Thursday**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>House &amp; Senate IN Session</td>
</tr>
<tr>
<td></td>
<td>Please See Above</td>
</tr>
<tr>
<td>8:00 AM - 10:00 AM</td>
<td>OHRM/Departmental Regulations Discussion -- 200A</td>
</tr>
<tr>
<td>8:30 AM - 9:00 AM</td>
<td>Sr. Staff -- 200A</td>
</tr>
<tr>
<td></td>
<td>Sorry for the late notice – please come if you can but if not it’s ok -</td>
</tr>
<tr>
<td>10:00 AM - 10:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
<tr>
<td>10:30 AM - 11:00 AM</td>
<td>Weekly mtg. w/ Duane Williams -- 208-A</td>
</tr>
<tr>
<td>11:30 AM - 11:45 AM</td>
<td>Transit to Lunch</td>
</tr>
<tr>
<td>11:45 AM - 12:45 PM</td>
<td>Lunch with Heidi and Chris -- (b) (6)</td>
</tr>
<tr>
<td>12:45 PM - 1:00 PM</td>
<td>Transit to USDA</td>
</tr>
<tr>
<td>1:00 PM - 1:30 PM</td>
<td>mtg. w/ Jason Davis -- 208A</td>
</tr>
<tr>
<td></td>
<td>Mr. Davis – cell # (b) (6)</td>
</tr>
</tbody>
</table>

Julie:

Honestly, we do not have an agenda for the USDA specifically. The purpose of our trip is to educate our state officers about policy, agriculture at a national and global level, and the experience of being in DC. If you and Chris can share your experience in government and service and perhaps a short tour, I think we will cover that mission.

The attendees will be:

Dr. Jason Davis, State FFA Coordinator
Gerald Barlowe, State Agricultural Education Leader
Allison Jennings, Eastern Region Agricultural Education Coordinator
Andy VonCanon, Western Region Agricultural Education Coordinator
Alycia Thornton, Director of Development, NC FFA Foundation
Denning Varnell

Alan Johnson, State FFA President
Amos McLamb, State FFA Vice President
Nick Oldham, State FFA Vice President
Madeline Wilhelm, State FFA Vice President
Caroline Yount, State FFA Vice President
Sarah Swain, State FFA Vice President

Please let me know if you need anything else.
Hi Lilia,

Would it be possible to visit with you or other staff at the USDA that work with the FFA on Thursday December 14th around noon?

What would be your suggestions for this meeting?

Jason

---

Lilia,

The NC State FFA Officers and some of their support staff will be in Washington in mid-December. This may be a redundant request, but assuming nobody else has reached out to you (or someone else) to get help with this, we're hopeful USDA could visit with the group on Thursday, the 14th perhaps in the slot indicated on the attachment. I've copied Jason Davis on this e-mail in the hopes that he and you can finalize any plans.

Thanks,
-Ray

Ray A. Starling
Special Assistant to the President
National Economic Council
### December 14, 2017 Continued

**Thursday**

1:30 PM - 1:45 PM  
call w/ Mackenzie Gross -- she will call (b)(6)  
Copying in Chris Y. He is going to call you on this  
Sent from my iPhone  

On Dec 14, 2017, at 9:59 AM, Gross, Mackenzie A. EOP/WHO wrote:  

Good morning Heidi!  

We're meeting with speechwriting this morning. (b)(6) Presidential Communications Privilege  
Feel free to let us know if you have any comments or suggestions.  

Thanks and have a wonderful day!  
Mackenzie

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>2:00 PM - 5:00 PM</td>
<td>do not schedule</td>
</tr>
<tr>
<td>4:00 PM - 4:30 PM</td>
<td>Rural Prosperity Roll Out Final Run-through -- 208A</td>
</tr>
<tr>
<td>5:00 PM - 5:20 PM</td>
<td>depart USDA for EEOB w/ (b)(6), (b)(7)(C)</td>
</tr>
<tr>
<td>5:30 PM - 6:00 PM</td>
<td>WH Policy and Comms Priorities Mtg. -- Bill’s Office-- EEOB: 126</td>
</tr>
</tbody>
</table>
| 5:30 PM - 5:45 PM | Drop by: Members of Minnesota Farm Bureau  
President Paap and his wife Julie Paap  
Amber Glaeser, Director of Public Policy, Minnesota Farm Bureau |
| 6:00 PM - 6:15 PM | return to USDA w/ (b)(6), (b)(7)(C)                                   |
### December 15, 2017

**Friday**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>Julie - CDO</td>
</tr>
<tr>
<td>All Day</td>
<td>Senate ONLY IN Session</td>
</tr>
<tr>
<td>8:00 AM - 10:00 AM</td>
<td><strong>Follow-up 2018 Q1 Strategy Meeting -- 221A</strong></td>
</tr>
<tr>
<td></td>
<td>On Friday morning, 15 December, 8.00 am – 10.00 am, we will hold our follow-up 2018 Q1 Strategy Meeting. This will be in lieu of senior staff. (This also happens to be the date of our Christmas potluck lunch; more details to follow on that shortly.) Attendance is mandatory. Lauren will send a fresh invitation.</td>
</tr>
<tr>
<td>11:00 AM - 1:00 PM</td>
<td><strong>OSEC Holiday Potluck -- 200A Conference Room</strong></td>
</tr>
<tr>
<td>1:30 PM - 2:00 PM</td>
<td>mtg. w/ George Cabaniss -- 208A</td>
</tr>
<tr>
<td>2:00 PM - 2:30 PM</td>
<td>mtg. w/ Grace Burton</td>
</tr>
<tr>
<td>2:30 PM - 5:00 PM</td>
<td>do not schedule</td>
</tr>
</tbody>
</table>

If you need a list of the themes, please ask Lauren or Bethany.
### December 18, 2017

**Monday**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>House &amp; Senate in RECESS</td>
</tr>
<tr>
<td>8:30 AM - 9:30 AM</td>
<td>Senior Staff Mtg. Call numbers below -- OSEC Bullpen; see phone numbers below</td>
</tr>
<tr>
<td></td>
<td>All: Going forward, we can use the conference line number below.</td>
</tr>
<tr>
<td></td>
<td><strong>Conference Line:</strong></td>
</tr>
<tr>
<td></td>
<td>1-888-844-9904</td>
</tr>
<tr>
<td></td>
<td><strong>Code:</strong> (b) (6)</td>
</tr>
<tr>
<td></td>
<td>The phone number for the phone is (b) (6). We can use this</td>
</tr>
<tr>
<td></td>
<td>when there is only one person calling in.</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
<tr>
<td>9:30 AM - 10:00 AM</td>
<td>Surrogate Calendar Meeting -- 208A</td>
</tr>
<tr>
<td>10:00 AM - 10:30 AM</td>
<td>Schedule Review</td>
</tr>
<tr>
<td>10:30 AM - 11:00 AM</td>
<td>Weekly mtg. w/ Duane Williams -- 208-A</td>
</tr>
<tr>
<td></td>
<td>We can do it during my regularly slotted time with Duane.</td>
</tr>
</tbody>
</table>

---

**From:** Williams, Duane - DM  
**Sent:** Monday, December 11, 2017 5:15 PM  
**To:** Gordon, Julie - OSEC  
**Cc:** Young, Chris - OSEC, Washington, DC; Hoffman, ThomasH - DM  
**Subject:** Design Team Meeting

Good afternoon Julie!  
We heard back from the contractor. They are available to meet on December 18th anytime. Please let me know what works for Chris.

Thanks,

Duane Williams  
Director  
U.S. Department of Agriculture  
Office of Operations  
(202) 260-8057

---

**From:** Young, Chris - OSEC, Washington, DC  
**Sent:** Monday, December 11, 2017 12:03 PM  
**To:** Williams, Duane - DM  
**Cc:** Gordon, Julie - OSEC
Subject:

Duane,

Please work with Julie to set up a time for us to meet with the design team for upstairs. I’d like to do so before we get too deep into the construction process.

Chris

L. Christopher Young
Deputy Chief of Staff
United States Department of Agriculture
Office: 202.720.3631

12:30 PM - 1:00 PM
WHLO: All Appointee Meeting -- Call-In Number: 1(888)844-9904; Participant Code: [b] (6) [b] Political Appointee Meeting – [12/11/17, 12:30 PM]

1) Introduction
2) Ethics Minute
3) Secretary’s Week Ahead
4) Deputy Secretary’s Week Ahead
5) Congressional Relations Update
6) Communications Update
7) General Announcements
   a) White House announcements
   b) WHLO announcements
   c) General Announcements

1:30 PM - 2:30 PM
mtg. w/ AFA/Mark Stewart -- 208A
From: McFarland, Lilia - FSA, Washington, DC
Sent: Monday, November 20, 2017 12:52 PM
To: Sullivan, Lauren - OSEC, Washington, DC <Lauren.Sullivan@osec.usda.gov>; Hudson,
Hey Lauren and Bethany,

Ag Futures for America (AFA – a collegiate ag career development program) is hoping to follow up on a discussion they had with Chris with an introduction of their leadership team to the Secretary, Brian Klippenstein, and Chris. From their end, they’d bring Mr. Mark Stewart and the Chairman of their Board, Russ Weathers.

They’ve offered up a wide slate of days, the best being Dec 14 or 15, or the week of Dec 18.

Would you guys mind to help identify if/when the Secretary, Brian, and Chris could be available for something like this? The POC for this is Mark.Stewart@agfuture.org, if you’d prefer to coordinate directly with them.

Sincerely,

Lilia McFarland
New and Beginning Farmer and Rancher Program Coordinator
U.S. Department of Agriculture
Phone: (202) 401-7169
Email: lilia.mcfarland@wdc.usda.gov

Learn more about USDA’s work to support the next generation of farmers and ranchers at www.usda.gov/newfarmers.
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>House &amp; Senate In RECESS</td>
</tr>
<tr>
<td></td>
<td>Please See Above</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>CY - [D] (5)</td>
</tr>
<tr>
<td>8:45 AM - 9:15 AM</td>
<td>Communications Strategy Meeting --</td>
</tr>
<tr>
<td>10:30 AM - 11:00 AM</td>
<td>call w/ Kathleen Callahan [D] (5)</td>
</tr>
<tr>
<td>All Day</td>
<td>House &amp; Senate In RECESS</td>
</tr>
<tr>
<td>---------</td>
<td>--------------------------</td>
</tr>
<tr>
<td>All Day</td>
<td>CY - (D) (6)</td>
</tr>
<tr>
<td>All Day</td>
<td>(D) (6) - out</td>
</tr>
</tbody>
</table>
December 21, 2017

All Day

House & Senate In RECESS

Please See Above

All Day

CY - (D) (6)

Please See Above

12:00 AM - 12:00 AM

Duane Williams - out

12/26 – 12/29 – Tom Hoffman – Acting
1/2/18 – James Brent – Acting

12:00 AM - 12:00 AM

(D) (6) - out

8:30 AM - 9:30 AM

Senior Staff Mtg. Call numbers below -- OSEC Bullpen; see phone numbers below

All:
Going forward, we can use the conference line number below.

Conference Line:
1-888-844-9904

Code: (D) (6)

The phone number for the phone is (D) (6). We can use this when there is only one person calling in.

9:00 AM - 9:30 AM

Calendar Review mtg. -- 208-A

For 12/21 mtg.

On 12/19/17, 4:33 PM, "Sullivan, Lauren - OSEC, Washington, DC" <Lauren.Sullivan@osec.usda.gov> wrote:

All,

We will have our normal scheduling meeting on Thursday morning at 9am, with Chris calling in. The purpose of the meeting is to discuss putting together the presentation for the Cabinet Chiefs meeting on January 9. Please come prepared to discuss suggestions of events to pool as examples and where we are on a checklist.

Below is the call in number for those who need it:

888-844-9904

Access code: (D) (6)

Thank you!

Lauren
December 21, 2017 Continued

Thursday

11:00 AM - 11:30 AM  
call w/ Lilia and Diane  
888-844-9904, access code: (b) (6)  
Host code: (b) (6) (Chris)

2:00 PM - 3:00 PM  
PDI Conference Call
<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>House &amp; Senate In RECESS</td>
<td>Please See Above</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>CY - [D] (6)</td>
<td>Please See Above</td>
</tr>
<tr>
<td>All Day</td>
<td>[D] (6) - out</td>
<td>Please See Above</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>[D] (6) - out</td>
<td>Please See Above</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
<td></td>
</tr>
<tr>
<td>All Day</td>
<td>House &amp; Senate In RECESS</td>
<td>Please See Above</td>
</tr>
<tr>
<td>---------</td>
<td>-------------------------</td>
<td>------------------</td>
</tr>
<tr>
<td>All Day</td>
<td>(6) (6) - out</td>
<td>Please See Above</td>
</tr>
<tr>
<td>Time</td>
<td>Event</td>
<td>Notes</td>
</tr>
<tr>
<td>------------</td>
<td>--------------------------------</td>
<td>------------------------</td>
</tr>
<tr>
<td>All Day</td>
<td>House &amp; Senate In RECESS</td>
<td>Please See Above</td>
</tr>
<tr>
<td>All Day</td>
<td>(b) (6) - out</td>
<td>Please See Above</td>
</tr>
<tr>
<td>Time</td>
<td>Event</td>
<td></td>
</tr>
<tr>
<td>-------</td>
<td>--------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>All Day</td>
<td>House &amp; Senate In RECESS</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Please See Above</td>
<td></td>
</tr>
<tr>
<td>All Day</td>
<td><em>(b) (6)</em></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Please See Above</td>
<td></td>
</tr>
<tr>
<td>All Day</td>
<td>Federal Holiday: Christmas Day</td>
<td></td>
</tr>
</tbody>
</table>

December 25, 2017
Monday
<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>House &amp; Senate In RECESS</td>
<td>Please See Above</td>
</tr>
<tr>
<td>All Day</td>
<td>(b) (6)</td>
<td>out</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>(b) (6)</td>
<td>out</td>
</tr>
</tbody>
</table>

July 1, 2017
Saturday

All Day

Travel - China

[PDF icon]
TRAVELER NOTICE - Many airlines charge fees for baggage and other services. Amounts vary by airline and are subject to change. Travelers are responsible for verifying all fees charged by individual carriers. Please visit the operating carrier website of your ticketed itinerary for applicable fees.

To view your trip via Viewtrip, please click [here](http://www.example.com).

---

**Ticket Receipt**

Total Amount: 189.30 USD

This ticket information applies to the following trip(s):

Air China Flight 1885 from Beijing to Shanghai on June 30

Electronic Ticket Number: 9968007961319
Invoice Number: EZ0174221
Ticket Amount: 189.30 USD
Form of Payment: V********3362

---

**Travel Summary – Agency Record Locator LHVGHO**

**Traveler**

YOUNG / LARRY C

**Reference number by traveler:** A0RTQV

<table>
<thead>
<tr>
<th>Date</th>
<th>From/To</th>
<th>Flight/Vendor</th>
<th>Status</th>
<th>Depart/Arrive</th>
<th>Class/Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>06/22/2017</td>
<td>ATL-LAX</td>
<td>DL 2255</td>
<td>Confirmed</td>
<td>08:55 PM / 10:40 PM</td>
<td>Premium Economy / S</td>
</tr>
<tr>
<td>06/23/2017</td>
<td>LAX-PVG</td>
<td>DL 6475</td>
<td>Confirmed</td>
<td>01:05 AM / 06:00 AM</td>
<td>Business / D</td>
</tr>
<tr>
<td>06/27/2017</td>
<td>SHA-PEK</td>
<td>MU 5105</td>
<td>Confirmed</td>
<td>10:00 AM / 12:15 PM</td>
<td>Economy / Y</td>
</tr>
<tr>
<td>06/30/2017</td>
<td>PEG-SHA</td>
<td>CA 1885</td>
<td>Confirmed</td>
<td>06:30 AM / 08:40 AM</td>
<td>Economy / Y</td>
</tr>
<tr>
<td>07/01/2017</td>
<td>PVG-LAX</td>
<td>DL 186</td>
<td>Confirmed</td>
<td>07:35 PM / 04:55 PM</td>
<td>Business / D</td>
</tr>
<tr>
<td>07/01/2017</td>
<td>LAX-ATL</td>
<td>DL 1354</td>
<td>Confirmed</td>
<td>10:30 PM / 05:52 AM</td>
<td>Premium Economy / S</td>
</tr>
</tbody>
</table>

---

**AIR - Thursday, June 22 2017 - Agency Record Locator LHVGHO**

**Delta Air Lines** Flight DL2255 Premium Economy

**Depart:**

Hartsfield-Jackson ATL, S - Terminal South
Atlanta, Georgia, United States
08:55 PM Thursday, June 22 2017

**Arrive:**

Los Angeles International Airport, Terminal 2
Los Angeles, California, United States
10:40 PM Thursday, June 22 2017

**Duration:**

4 hour(s) and 45 minute(s) Non-stop

**Status:**

Confirmed - Delta Air Lines Record Locator: G5LWNZ

**Equipment:**

Boeing 757-300 Passenger

**Seat:**

1B (Non smoking) Confirmed

**FF Number:**

XXXX007357 - YOUNG / LARRY C

**Distance:**

1941 miles / 3123.069 kilometers

**CO2 Emissions:**

854.04 lbs / 388.2 kgs

**Remarks:**

FOR UP TO DATE TRAVEL INFORMATION ON AIRLINE CHECK IN/RESTRICTIONS/LIMITATIONS/SECURITY. PLEASE CHECK WWW.DELTA.COM

---

**AIR - Friday, June 23 2017 - Agency Record Locator LHVGHO**

**Delta Air Lines** Flight DL6475 Business

**Depart:**

Los Angeles International Airport, B - Tom Bradley International Terminal
Los Angeles, California, United States

**Online check-in**

Weather
### Chris Young Calendar

**(USDA) Civil Action No. 1:18-cv-00534**

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Flight Details</th>
</tr>
</thead>
</table>
| **01:05 AM Friday, June 23 2017** |               | **Arrive:** PuDong, Terminal 1  
**Shanghai, China**  
**06:00 AM Saturday, June 24 2017**  
**Duration:** 12 hour(s) and 56 minute(s) Non-stop  
**Total duration:** 21 hour(s) and 4 minute(s) Including layover(s)  
**Status:** Confirmed - Delta Air Lines Record Locator: G5LWZ  
**Meal:**  
**Equipment:** Boeing 777-300  
**Operated By:** China Eastern Airlines  
**Seat:** Assigned at Check-in  
**FF Number:** XXXX007357 - YOUNG/LARRY C  
**Distance:** 6468 miles / 10407.012 kilometers  
**CO2 Emissions:** 2,419.93 lbs/1,099.56 kgs  
**Remarks:** SEAT ASSIGNMENT CONFIRMED  
**Location:**  
**Weather:** |
|                    |               | **AIR - Tuesday, June 27 2017 - Agency Record Locator LHVGHO**  
**China Eastern Airlines Flight MU5105 Economy**  
**Depart:** Hongqiao, Terminal 2  
**Shanghai, China**  
**10:00 AM Tuesday, June 27 2017**  
**Arrive:** Beijing Capital International Airport, Terminal 2  
**Beijing, China**  
**12:15 PM Tuesday, June 27 2017**  
**Duration:** 2 hour(s) and 15 minute(s) Non-stop  
**Status:** Confirmed  
**Equipment:** Airbus Industrie A330-300  
**Seat:** 39D (Non smoking) Confirmed  
**Distance:** 668 miles / 1074.812 kilometers  
**CO2 Emissions:** 293.92 lbs/133.6 kgs  
**Remarks:** NO FREQUENT FLYER IN YOUR PROFILE FOR CARRIER BOOKED  
**FOR UP TO DATE TRAVEL INFORMATION ON AIRLINE CHECK-IN/RESTRICTIONS/LIMITATIONS/SECURITY PLEASE CHECK WWW.CHINEASTERNMADRID.COM**  
**Weather:** |
|                    |               | **AIR - Friday, June 30 2017 - Agency Record Locator LHVGHO**  
**Air China Flight CA1885 Economy**  
**Depart:** Beijing Capital International Airport, Terminal 3  
**Beijing, China**  
**06:30 PM Friday, June 30 2017**  
**Arrive:** Hongqiao, Terminal 2  
**Shanghai, China**  
**08:40 PM Friday, June 30 2017**  
**Duration:** 2 hour(s) and 10 minute(s) Non-stop  
**Status:** Confirmed - Air China Record Locator: MK4ZC  
**Meal:**  
**Equipment:** Boeing 737-800 Passenger  
**Seat:** 15J (Non smoking) Confirmed  
**Distance:** 668 miles / 1074.812 kilometers  
**CO2 Emissions:** 293.92 lbs/133.6 kgs  
**Remarks:** FOR UP TO DATE TRAVEL INFORMATION ON AIRLINE CHECK-IN/RESTRICTIONS/LIMITATIONS/SECURITY PLEASE CHECK WWW.AIRCHINA.COM  
**NO FREQUENT FLYER IN YOUR PROFILE FOR CARRIER BOOKED**  
**Weather:** |
|                    |               | **AIR - Saturday, July 1 2017 - Agency Record Locator LHVGHO**  
**Delta Air Lines Flight DL186 Business**  
**Depart:** PuDong, Terminal 1  
**Shanghai, China**  
**07:35 PM Saturday, July 1 2017**  
**Location:**  
**Weather:** |
| **Arrive:** | Los Angeles International Airport, B - Tom Bradley International Terminal Los Angeles, California, United States 04:55 PM Saturday, July 1 2017 |
| **Duration:** | 12 hour(s) and 20 minute(s) Non-stop |
| **Status:** | Confirmed - Delta Air Lines Record Locator: G5LNWZ |
| **Meal:** | Meal |
| **Equipment:** | Boeing 777-200LR |
| **Seat:** | 06B (Non smoking) Confirmed |
| **FF Number:** | XXXX001357 - YOUNG/LARRY C |
| **Distance:** | 6468 miles / 10407.012 kilometers |
| **CO2 Emissions:** | 2,419.03 lbs/1,090.56 kgs |

**AIR - Saturday, July 1 2017 - Agency Record Locator LHVGH**

| **Delta Air Lines** | Flight DL1354 Premium Economy [Online check-in](#) |
| **Depart:** | Los Angeles International Airport, Terminal 2 Los Angeles, California, United States 10:30 PM Saturday, July 1 2017 |
| **Arrive:** | Hartsfield-Jackson ATL S - Terminal South Atlanta, Georgia, United States 05:52 AM Sunday, July 2 2017 |
| **Duration:** | 4 hour(s) and 22 minute(s) Non-stop |
| **Total duration:** | 22 hour(s) and 16 minute(s) including layover(s) |
| **Status:** | Confirmed - Delta Air Lines Record Locator: G5LNWZ |
| **Equipment:** | Boeing 757 Passenger |
| **Seat:** | 15D (Non smoking) Confirmed |
| **FF Number:** | XXXX001357 - YOUNG/LARRY C |
| **Distance:** | 1941 miles / 3123.069 kilometers |
| **CO2 Emissions:** | 854.04 lbs/388.2 kgs |

**Remarks**

FOR 24/7 TRAVEL ASSISTANCE PLEASE CONTACT THE BCD TRAVEL TEAM AT 1.800.877.6120
FOR OUTSIDE THE US CALL COLLECT 770.829.2603
FOR THE HEARING IMPAIRED PLEASE DIAL 711
TO ACCESS RELAY SERVICE PROVIDE PHONE NUMBER OF 1.800.877.6120 TO ACCESS TRAVEL.
DUE TO RECENT CHANGES IN THE FY15 GOVERNMENT CITY PAIR PROGRAM/CPP YOUR AIR RESERVATIONS ARE SUBJECT TO CANCELLATION BY THE AIRLINES IF NOT TICKETED AT LEAST 48 HOURS PRIOR TO SCHEDULED DEPARTURE.
PLEASE ENSURE ALL NECESSARY APPROVALS ARE PROCESSED IN ACCORDANCE WITH YOUR AGENCY'S BUSINESS RULES BUT NO LESS THAN 3 BUSINESS DAYS PRIOR TO DEPARTURE TO ENSURE TICKETING. THIS 48 HOURS CANCELLATION RULE DOES NOT APPLY TO INTERNATIONAL RESERVATIONS UNLESS YOUR TRIP HAS DOMESTIC CONNECTIONS ON MORE THAN ONE AIRLINE OR THESE RESERVATIONS REQUIRE SEPARATE AIR TICKETS.

CHECK [WWW.CDC.GOV/TRAVEL](http://WWW.CDC.GOV/TRAVEL) FOR TRAVEL HEALTH ADVISORIES PROPER DOCUMENTATION IS REQUIRED FOR ENTRY INTO ARRIVAL COUNTRY CHECK [WWW.DHS.GOV/TRAVEL-ALERTS](http://WWW.DHS.GOV/TRAVEL-ALERTS)
FOR COUNTRY TRAVEL ADVISORIES CONTACT THE DESIGNATED GOVERNMENT AGENCY IN YOUR COUNTRY OF CITIZENSHIP FOR PASSPORT/VISA REQUIREMENTS.
TRAVEL INTO U.S. MAY REQUIRE ESTA AUTHORIZATION VISIT [HTTPS://ESTA.CBP.DHS.GOV](https://ESTA.CBP.DHS.GOV) FOR DETAILS.
CHECK-IN TIMES ARE 90 MINUTES PRIOR TO DEPARTURE FOR DOMESTIC FLIGHTS OR 120 MINUTES FOR INTERNATIONAL ELECTRONIC TICKET/S WILL BE ISSUED FOR THIS TRIP DELTA AIRLINES REQUIRES CUSTOMERS TO CHECK THEIR BAGS A MINIMUM OF 45 MINUTES PRIOR TO DEPARTURE. CUSTOMERS WHO...
DO NOT MEET THIS REQUIREMENT WILL BE RE ACCOMMODATED ON THE NEXT AVAILABLE FLIGHTS AND WILL BE CHARGED THE CHANGE FEE. SEE WWW.DELTA.COM FOR ADDITIONAL INFORMATION. CHECKED BAGGAGE POLICIES VARY BASED ON CARRIER AND FINAL WITH YOUR TRAVEL CONSULTANT OR THE AIRLINES WEBSITE.

AIRPORT FEES MAY BE COLLECTED UPON ARRIVAL OR DEPARTURE. DESTINATION. FOR THE LATEST INFORMATION PLEASE CHECK

21Jun/11:12AM

TRAVELER NOTICE – Please check with your carrier(s) for travel documents required (Passport, VISA, etc.) and security requirements regarding permitted and prohibited articles and goods related to your travel.

<table>
<thead>
<tr>
<th>Estimated trip total</th>
<th>189.30 USD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Air</td>
<td>Car</td>
</tr>
<tr>
<td>189.30 USD</td>
<td></td>
</tr>
</tbody>
</table>

| Fare details: Ticketed      |            |       |
|-----------------------------|------------|
| Vendor                      | Fare information | Refund restrictions before departure | Change restrictions after ticketing | Ticket information |
| Air CA1885 30Jun           | Total: USD 189.30 | REFUND RESTRICTIONS MAY APPLY | CHANGE RESTRICTIONS MAY APPLY |

All quotes are provider quotes excluding possible taxes and charges on route. Currency conversions shown in this itinerary receipt are done using the bank rate applicable at the date shown in the header of this document. Please note that some local taxes and charges may be invoiced during your trip and cannot be shown at time of reservation.

Advice to Passengers

Transportation of Hazardous Materials

Federal law forbids the carriage of hazardous material aboard the aircraft, in your luggage, or on your person. A violation can result in 5 years imprisonment and penalties of $250,000 or more (49 U.S.C 5124). Hazardous materials include explosives, compressed gases, flammable liquids and solids, oxidizers, poisons, corrosives and radioactive materials.

Forbidden Dangerous Items Examples:

Paints, lighter fluid, fireworks, tear gases, oxygen bottles and radiopharmaceuticals. There are special exceptions for small quantities (up to 70 ounces total) of medicinal and toilet articles carried in your luggage and certain smoking materials carried on your person. For further information, contact your airline representative.

Note: Spare batteries and fuel cells are not permitted in checked or hold baggage. These items MUST be packed in carry-on baggage. If your carry-on bag is gate checked, the spare batteries and fuel cells must be removed and carried in the cabin.

This email was generated at 21Jun/4:12 PM UTC

BCD Travel acts only as an agent for the airlines, hotels, bus companies, railroads, tour operators, cruise lines, car rental companies, and other similar third parties providing accommodations, transportation, or other meeting and travel related services (“Suppliers”). Suppliers are independent and do not act for or on behalf of BCD Travel, are not employees of BCD Travel, and do not have a joint venture or partnership with BCD Travel. Suppliers have their own terms and conditions for the services they provide, and you agree to abide by the terms and conditions set forth in any and all documents for any such Supplier services, including, without limitation, all cancellation fees. By utilizing the services represented by this itinerary, you agree to the foregoing and also agree that neither BCD Travel or its parent, affiliates, subsidiaries, partners, agents, and their respective officers, directors, employees, and representatives shall be or become liable for any loss, cost, expense, injury, accident, or damage to person or property resulting directly or indirectly from (i) the acts or omissions of Suppliers, including, but not limited to, delays or cancellation of services, cessation of operations, breakdown in machinery or equipment, or changes in fares, itineraries, or schedules; and/or (ii) acts of God, dangers incident to the sea, fires, acts of government or other authorities, wars, acts of terrorism, civil unrest, strikes, riots, thefts, pilferage, epidemics, quarantines, other diseases, climatic aberrations, or from any other cause beyond BCD Travel’s control. Please see additional terms and conditions related to this itinerary at Terms and Conditions.
July 2, 2017
Sunday

12:00 AM - 12:00 AM  Travel - China

[Image of a PDF file]
TRAVELER NOTICE - Many airlines charge fees for baggage and other services. Amounts vary by airline and are subject to change. Travelers are responsible for verifying all fees charged by individual carriers. Please visit the operating carrier website of your ticketed itinerary for applicable fees.

To view your trip via Viewtrip, please click here.

Printer Friendly

Ticket Receipt
Total Amount: 189.30 USD
This ticket information applies to the following trip(s):

Air China Flight 1895 from Beijing to Shanghai on June 30

Electronic Ticket Number: 9968607961319
Invoice Number: EZ0174221
Ticket Amount: 189.30 USD
Form of Payment: VI************3302

Travel Summary – Agency Record Locator LHVGHO
Traveler
YOUNG / LARRY C
Reference number by traveler: A0N1QV

<table>
<thead>
<tr>
<th>Date</th>
<th>From/To</th>
<th>Flight/Vendor</th>
<th>Status</th>
<th>Depart/Arrive</th>
<th>Class/Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>06/22/2017</td>
<td>ATL-LAX</td>
<td>DL 2255</td>
<td>Confirmed</td>
<td>08:55 PM/10:40 PM</td>
<td>Premium Economy / S</td>
</tr>
<tr>
<td>06/23/2017</td>
<td>LAX-PVG</td>
<td>DL 6475*</td>
<td>Confirmed</td>
<td>01:05 AM/06:00 AM</td>
<td>*1 Business / D</td>
</tr>
<tr>
<td>06/27/2017</td>
<td>SHA-PEK</td>
<td>MU 5305</td>
<td>Confirmed</td>
<td>10:00 AM/12:15 PM</td>
<td>Economy / Y</td>
</tr>
<tr>
<td>06/30/2017</td>
<td>PEK-SHA</td>
<td>CA 1885</td>
<td>Confirmed</td>
<td>08:30 PM/08:40 PM</td>
<td>Economy / Y</td>
</tr>
<tr>
<td>07/01/2017</td>
<td>PVG-LAX</td>
<td>DL 186</td>
<td>Confirmed</td>
<td>07:35 PM/04:55 PM</td>
<td>Business / D</td>
</tr>
<tr>
<td>07/01/2017</td>
<td>LAX-ATL</td>
<td>DL 1354</td>
<td>Confirmed</td>
<td>10:30 PM/05:52 AM</td>
<td>*1 Premium Economy / S</td>
</tr>
</tbody>
</table>

AIR - Thursday, June 22 2017 - Agency Record Locator LHVGHO
Delta Air Lines Flight DL2255 Premium Economy

Depart: Hartsfield-Jackson ATL, S - Terminal South
Atlanta, Georgia, United States
08:55 PM Thursday, June 22 2017

Arrive: Los Angeles International Airport, Terminal 2
Los Angeles, California, United States
10:40 PM Thursday, June 22 2017

Duration: 4 hour(s) and 45 minute(s) Non-stop
Status: Confirmed - Delta Air Lines Record Locator: G5LNWZ
Equipment: Boeing 757-300 Passenger
Seat: 15B (Non smoking) Confirmed
FF Number: XXXX007357 - YOUNG/LARRY C
Distance: 1941 miles / 3123.069 kilometers
CO2 Emissions: 854.04 lbs/388.2 kgs
Remarks: FOR UP TO DATE TRAVEL INFORMATION ON AIRLINE CHECK-IN/RESTRICTIONS/LIMITATIONS/SECURITY.
PLEASE CHECK WWW.DELTA.COM

AIR - Friday, June 23 2017 - Agency Record Locator LHVGHO
Delta Air Lines Flight DL6475 Business

Depart: Los Angeles International Airport, B - Tom Bradley International
Terminal
Los Angeles, California, United States

Weather

Online check-in
### Chris Young Calendar

**(USDA) Civil Action No. 1:18-cv-00534**

<table>
<thead>
<tr>
<th>Flight Details</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>AIR - Tuesday, June 27 2017 - Agency Record Locator LHVGHO</strong></td>
<td>Add to Calendar Need Help?</td>
</tr>
<tr>
<td>China Eastern Airlines Flight MU5105 Economy</td>
<td>Weather</td>
</tr>
<tr>
<td>Depart: Hongqiao, Terminal 2, Shanghai, China</td>
<td>Weather</td>
</tr>
<tr>
<td>Arrive: Beijing Capital International Airport, Terminal 2, Beijing, China</td>
<td>Weather</td>
</tr>
<tr>
<td>Duration: 2 hour(s) and 15 minute(s) Non-stop</td>
<td></td>
</tr>
<tr>
<td>Status: Confirmed</td>
<td></td>
</tr>
<tr>
<td>Equipment: Airbus A330-300</td>
<td></td>
</tr>
<tr>
<td>Seat: 39D (Non smoking) Confirmed</td>
<td></td>
</tr>
<tr>
<td>Distance: 668 miles / 1074.812 kilometers</td>
<td></td>
</tr>
<tr>
<td>CO2 Emissions: 293.92 lbs/133.6 kgs</td>
<td></td>
</tr>
<tr>
<td>Remarks: NO FREQUENT FLYER IN YOUR PROFILE FOR CARRIER BOOKED FOR UP TO DATE TRAVEL INFORMATION ON AIRLINE CHECK-IN/RESTRICTIONS/LIMITATIONS/SECURITY PLEASE CHECK <a href="http://WWW.CHINAESTEASTERNMADRID.COM">WWW.CHINAESTEASTERNMADRID.COM</a></td>
<td></td>
</tr>
</tbody>
</table>

| **AIR - Friday, June 30 2017 - Agency Record Locator LHVGHO** | Add to Calendar Need Help?                                              |
| Air China Flight CA1885 Economy | Online check-In                                                        |
| Depart: Beijing Capital International Airport, Terminal 3, Beijing, China | Weather                                                                 |
| Arrive: Hongqiao, Terminal 2, Shanghai, China | Weather                                                                 |
| Duration: 2 hour(s) and 10 minute(s) Non-stop |                                                                 |
| Status: Confirmed | Air China Record Locator MK41ZC                                             |
| Meal: Meal |                                                                 |
| Equipment: Boeing 737-800 Passenger |                                                                 |
| Seat: 15J (Non smoking) Confirmed |                                                                 |
| Distance: 668 miles / 1074.812 kilometers |                                                                 |
| CO2 Emissions: 293.92 lbs/133.6 kgs |                                                                 |
| Remarks: FOR UP TO DATE TRAVEL INFORMATION ON AIRLINE CHECK-IN/RESTRICTIONS/LIMITATIONS/SECURITY PLEASE CHECK WWW.AIRCHINA.COM NO FREQUENT FLYER IN YOUR PROFILE FOR CARRIER BOOKED |                                                                 |

| **AIR - Saturday, July 1 2017 - Agency Record Locator LHVGHO** | Add to Calendar Need Help?                                              |
| Delta Air Lines Flight DL186 Business | Online check-In                                                        |
| Depart: PuDong, Terminal 1, Shanghai, China | Weather                                                                 |
| Arrive: PuDong, Terminal 1, Shanghai, China | Weather                                                                 |
| Duration: 13 hour(s) and 5 minute(s) Non-stop |                                                                 |
| Status: Confirmed - Delta Air Lines Record Locator: G5LNWZ |                                                                 |
| Meal: Dinner |                                                                 |
| Equipment: Boeing 777-300 |                                                                 |
| Seat: Assigned at Check-in |                                                                 |
| FF Number: XXXX007357 - YOUNG/LARRY C |                                                                 |
| Distance: 6468 miles / 10407.012 kilometers |                                                                 |
| CO2 Emissions: 2.419.03 lbs/1.099.56 kgs |                                                                 |
| Remarks: SEAT ASSIGNMENT CONFIRMED 9D |                                                                 |
Arrive: Los Angeles International Airport, B - Tom Bradley International Terminal
Los Angeles, California, United States
04:55 PM Saturday, July 1 2017

Duration: 12 hour(s) and 20 minute(s) Non-stop
Status: Confirmed - Delta Air Lines Record Locator: G5LNWZ
Meal: Meal
Equipment: Boeing 777-200LR
Seat: 06B (Non smoking) Confirmed
FF Number: XXXX007357 - YOUNG/LARRY C

Distance: 6468 miles / 10407.012 kilometers
CO2 Emissions: 2,419.03 lbs/1,099.56 kgs

AIR - Saturday, July 1 2017 - Agency Record Locator LHVGHO

Delta Air Lines Flight DL1354 Premium Economy

Depart: Los Angeles International Airport, Terminal 2
Los Angeles, California, United States
10:30 PM Saturday, July 1 2017

Arrive: Hartsfield-Jackson ATL S - Terminal South
Atlanta, Georgia, United States
05:52 AM Sunday, July 2 2017

Duration: 4 hour(s) and 22 minute(s) Non-stop
Total duration: 22 hour(s) and 16 minute(s) including layover(s)
Status: Confirmed - Delta Air Lines Record Locator: G5LNWZ
Equipment: Boeing 757 Passenger
Seat: 1SD (Non smoking) Confirmed
FF Number: XXXX007357 - YOUNG/LARRY C

Distance: 1941 miles / 3123.069 kilometers
CO2 Emissions: 854.04 lbs/388.2 kgs

Remarks:
FOR 24/7 TRAVEL ASSISTANCE PLEASE CONTACT
THE BCD TRAVEL TEAM AT 1.800.877.6120
FOR OUTSIDE THE US CALL COLLECT 770-829-2603
FOR THE HEARING IMPAIRED - PLEASE DIAL 711
TO ACCESS RELAY SERVICE - PROVIDE PHONE NUMBER OF 1.800.877.6120 TO ACCESS TRAVEL
DUE TO RECENT CHANGES IN THE FY15 GOVERNMENT CITY PAIR
PROGRAM/CPP YOUR AIR RESERVATIONS ARE SUBJECT TO
CANCELLATION BY THE AIRLINES IF NOT TICKETED AT LEAST
48 HOURS PRIOR TO SCHEDULED DEPARTURE
PLEASE ENSURE ALL NECESSARY APPROVALS ARE PROCESSED IN
ACCORDANCE WITH YOUR AGENCY'S BUSINESS RULES BUT NO LESS
THAN 3 BUSINESS DAYS PRIOR TO DEPARTURE TO ENSURE TICKETING.
THIS 48 HOUR CANCELLATION RULE DOES NOT APPLY TO
INTERNATIONAL RESERVATIONS UNLESS YOUR TRIP HAS DOMESTIC
CONNECTIONS ON MORE THAN ONE AIRLINE OR THESE
RESERVATIONS REQUIRE SEPARATE AIR TICKETS.

CHECK WWW.CDC.GOV/TRAVEL FOR TRAVEL HEALTH ADVISORIES
PROPER DOCUMENTATION IS REQUIRED FOR ENTRY INTO
ARRIVAL COUNTRY
CHECK WWW.DHS.GOV/TRAVEL-ALERTS
FOR COUNTRY TRAVEL ADVISORIES
CONTACT THE DESIGNATED GOVERNMENT AGENCY IN YOUR
COUNTRY OF CITIZENSHIP FOR PASSPORT/Visa REQUIREMENTS.
TRAVEL INTO U.S. MAY REQUIRE ESTA AUTHORIZATION.
VISIT HTTPS://ESTA.CBP.DHS.GOV FOR DETAILS.
CHECK-IN TIMES ARE 90 MINUTES PRIOR TO DEPARTURE
FOR DOMESTIC FLIGHTS OR 120 MINUTES FOR INTERNATIONAL
ELECTRONIC TICKET/S WILL BE ISSUED FOR THIS TRIP
DELTA AIRLINES REQUIRES CUSTOMERS TO CHECK THEIR BAGS A
MINIMUM OF 45 MINUTES PRIOR TO DEPARTURE. CUSTOMERS WHO
21Jun/11:12AM

TRAVELER NOTICE – Please check with your carrier(s) for travel documents required (Passport, VISA, etc.) and security requirements regarding permitted and prohibited articles and goods related to your travel.

<table>
<thead>
<tr>
<th>Estimated trip total</th>
<th>189.30 USD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Air</td>
<td></td>
</tr>
<tr>
<td>Hotel</td>
<td></td>
</tr>
<tr>
<td>Rail</td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fare details: Ticketed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Air CA1885 30Jun</td>
</tr>
<tr>
<td>Total: USD 189.30</td>
</tr>
<tr>
<td>REFUND RESTRICTIONS MAY APPLY</td>
</tr>
<tr>
<td>CHANGE RESTRICTIONS MAY APPLY</td>
</tr>
</tbody>
</table>

All quotes are provider quotes excluding possible taxes and charges on route. Currency conversions shown in this itinerary receipt are done using the bank rate applicable at the date shown in the header of this document. Please note that some local taxes and charges may be invoiced during your trip and cannot be shown at time of reservation.

Advice to Passengers

Transportation of Hazardous Materials

Federal law forbids the carriage of hazardous material aboard the aircraft, in your luggage, or on your person. A violation can result in 5 years imprisonment and penalties of $250,000 or more (49 U.S.C 5124). Hazardous materials include explosives, compressed gases, flammable liquids and solids, oxidizers, poisons, corrosives and radioactive materials.

Forbidden Dangerous Items Examples:

Paints, lighter fluid, fireworks, tear gases, oxygen bottles and radiopharmaceuticals. There are special exceptions for small quantities (up to 70 ounces total) of medicinal and toilet articles carried in your luggage and certain smoking materials carried on your person. For further information, contact your airline representative.

Note: Spare batteries and fuel cells are not permitted in checked or hold baggage. These items MUST be packed in carry-on baggage. If your carry-on bag is gate checked, the spare batteries and fuel cells must be removed and carried in the cabin.

This email was generated at 21Jun/4:12 PM UTC
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>House &amp; Senate in RECESS</td>
</tr>
<tr>
<td>All Day</td>
<td>(b) (6) - out</td>
</tr>
<tr>
<td>All Day</td>
<td>Travel - Atlanta to DCA</td>
</tr>
</tbody>
</table>
TRAVELER NOTICE - Many airlines charge fees for baggage and other services. Amounts vary by airline and are subject to change. Travelers are responsible for verifying all fees charged by individual carriers. Please visit the operating carrier website of your ticketed itinerary for applicable fees.

To view your trip via Viewtrip, please click here.

Printer Friendly

Ticket Receipt
Total Amount: 257.20 USD
This ticket information applies to the following trip(s):
Delta Air Lines Flight 2594 from Atlanta GA to Washington DC on July 03
Electronic Ticket Number: 0068609011717
Invoice Number: EZ0176541
Ticket Amount: 257.20 USD
Form of Payment: V**************3382

Travel Summary – Agency Record Locator LJ0SDK
Traveler
YOUNG/LARRY C.
Reference number by traveler: A0RTQG

<table>
<thead>
<tr>
<th>Date</th>
<th>From/To</th>
<th>Flight/Vendor</th>
<th>Status</th>
<th>Depart/Arrive</th>
<th>Class/Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>07/03/2017</td>
<td>ATL-DCA</td>
<td>DL 2594</td>
<td>Confired</td>
<td>08:30 AM/10:12 AM</td>
<td>Economy/Y</td>
</tr>
</tbody>
</table>

AIR - Monday, July 3 2017 - Agency Record Locator LJ0SDK
Delta Air Lines Flight DL2594 Economy

Depart: Hartsfield-Jackson ATL S - Terminal South
Atlanta, Georgia, United States
08:30 AM Monday, July 3 2017

Arrive: Ronald Reegan National, Terminal B
Washington, District of Columbia, United States
10:12 AM Monday, July 3 2017

Duration: 1 hour(s) and 42 minute(s) Non-stop
Status: Confirmed - Delta Air Lines Record Locator: G5XQAM
Equipment: Airbus Industrie A321
Seat: 27A (Non smoking) Confirmed
FF Number: XXXX007357 - YOUNG/LARRY C

Distance: 546 miles / 878.514 kilometers
CO2 Emissions: 240.24 lbs/109.2 kgs
Remarks: FOR UP TO DATE TRAVEL INFORMATION ON AIRLINE CHECK-IN/RESTRICTIONS/LIMITATIONS/SECURITY. PLEASE CHECK WWW.DELTA.COM

Remarks
FOR 24/7 TRAVEL ASSISTANCE PLEASE CONTACT
THE BCD TRAVEL TEAM AT 1-800-877-6120
FOR OUTSIDE THE US CALL COLLECT 770-829-2603
FOR THE HEARING IMPAIRED - PLEASE DIAL 711
TO ACCESS RELAY SERVICE - PROVIDE PHONE
NUMBER OF 1-800-877-6120 TO ACCESS TRAVEL
DUE TO RECENT CHANGES IN THE FY15 GOVERNMENT CITY PAIR PROGRAM/CPP YOUR AIR RESERVATIONS ARE SUBJECT TO
CANCELLATION BY THE AIRLINES IF NOT TICKETED AT LEAST
48 HOURS PRIOR TO SCHEDULED DEPARTURE
PLEASE ENSURE ALL NECESSARY APPROVALS ARE PROCESSED IN ACCORDANCE WITH YOUR AGENCY'S BUSINESS RULES BUT NO LESS THAN 3 BUSINESS DAYS PRIOR TO DEPARTURE TO ENSURE TICKETING. THE 48-HOUR CANCELLATION RULE DOES NOT APPLY TO INTERNATIONAL RESERVATIONS UNLESS YOUR TRIP HAS DOMESTIC CONNECTIONS ON MORE THAN ONE AIRLINE OR THESE RESERVATIONS REQUIRE SEPARATE AIR TICKETS. 

CHECK-IN TIMES ARE 90 MINUTES PRIOR TO DEPARTURE FOR DOMESTIC FLIGHTS OR 120 MINUTES FOR INTERNATIONAL. ELECTRONIC TICKET/S WILL BE ISSUED FOR THIS TRIP.

DELTA AIRLINES REQUIRES CUSTOMERS TO CHECK THEIR BAGS A MINIMUM OF 45 MINUTES PRIOR TO DEPARTURE. CUSTOMERS WHO DO NOT MEET THIS REQUIREMENT WILL BE RE-ACCOMMODATED ON THE NEXT AVAILABLE FLIGHTS AND WILL BE CHARGED THE CHANGE FEE. SEE www.delta.com FOR ADDITIONAL INFORMATION.

CHECKED BAGGAGE POLICIES MAY VARY BASED ON CARRIER AND FINAL DESTINATION. FOR THE LATEST INFORMATION PLEASE CHECK WITH YOUR TRAVEL CONSULTANT OR THE AIRLINES WEBSITE.

28Jun/07 5:37AM

<table>
<thead>
<tr>
<th>Estimated trip total</th>
<th>257.20 USD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Air</td>
<td></td>
</tr>
<tr>
<td>257.20 USD</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fare details: Ticketed</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Vendor</td>
<td>Fare information</td>
</tr>
<tr>
<td>Air DL2594 03Jul</td>
<td>USD 257.20</td>
</tr>
</tbody>
</table>

All quotes are provider quotes excluding possible taxes and charges en route. Currency conversions shown in this itinerary receipt are done using the bank rate applicable at the date shown in the header of this document. Please note that some local taxes and charges may be invoiced during your trip and cannot be shown at time of reservation.

Advice to Passengers

Transportation of Hazardous Materials

Federal law forbids the carriage of hazardous material aboard the aircraft, in your luggage, or on your person. A violation can result in 5 years imprisonment and penalties of $250,000 or more (49 U.S.C 5124). Hazardous materials include explosives, compressed gases, flammable liquids and solids, oxidizers, poisons, corrosives and radioactive materials.

Forbidden Dangerous Items Examples:

- Paints, lighter fluid, fireworks, tear gases, oxygen bottles and radiopharmaceuticals. There are special exceptions for small quantities (up to 70 ounces total) of medicinal and toilet articles carried in your luggage and certain smoking materials carried on your person. For further information, contact your airline representative.

- Note: Spare batteries and fuel cells are not permitted in checked or hold baggage. These items MUST be packed in carry-on baggage. If your carry-on bag is gate checked, the spare batteries and fuel cells must be removed and carried in the cabin.

This email was generated at 28Jun/12:57 PM UTC.

BCD Travel acts only as an agent for the airlines, hotels, bus companies, railroads, tour operators, cruise lines, car rental companies, and other similar third parties providing accommodations, transportation, or other meeting and travel related services ("Suppliers"). Suppliers are independent and do not act for or on behalf of BCD Travel, are not employees of BCD Travel, and do not have a joint venture or partnership with BCD Travel. Suppliers have their own terms and conditions for the services they provide, and you agree to abide by the terms and conditions set forth in any and all documents for any such Supplier services, including, without limitation, all cancellation fees. By utilizing the services represented by this itinerary, you agree to the foregoing and also agree that neither BCD Travel or its parent, affiliates, subsidiaries, partners, agents, and their respective officers, directors, employees, and representatives shall be or become liable for any loss, cost, expense, injury, accident, or damage to person or property resulting directly or indirectly from (i) the acts or omissions of Suppliers, including, but not limited to, delays or cancellation of services, cessation of operations, breakdown in machinery or equipment, or changes in fares, itineraries, or schedules; and/or (ii) acts of God, dangers incident to the sea, fires, acts of
government or other authorities, wars, acts of terrorism, civil unrest, strikes, riots, thefts, pilferage, epidemics, quarantines, other diseases, climatic aberrations, or from any other cause beyond BCD Travel's control. Please see additional terms and conditions related to this itinerary at Terms and Conditions.
<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:30 AM - 8:45 AM</td>
<td>depart Atlanta for DCA</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
<tr>
<td>10:12 AM - 10:27 AM</td>
<td>arrive DCA from Atlanta</td>
</tr>
<tr>
<td>11:00 AM - 11:15 AM</td>
<td>arrive USDA</td>
</tr>
<tr>
<td>11:15 AM - 11:45 AM</td>
<td>prep mtg. w/ Terri Mieghan/Patty Moore before 1:30p mtg. w/ Sec. -- 208-A</td>
</tr>
</tbody>
</table>

Thanks, but aren’t they 2 different meetings? 7/3 with the Secretary, but 6/13 with Chris, Terri and myself right?

From: Gordon, Julie - OSEC  
Sent: Friday, June 09, 2017 12:50 PM  
To: Moore, Patty - DM <Patty.Moore@dm.usda.gov>  
Subject: RE: July 3 or 5

Thank you, Patty. I was not aware of this. It is on the Secretary’s, Heidi’s and Chris’s schedules.

Julie Gordon  
Special Assistant – Office of the Secretary  
United States Department of Agriculture  
Office: 202-720-3631  
Cell: (b) (6)

From: Moore, Patty - DM  
Sent: Friday, June 09, 2017 12:46 PM  
To: Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>  
Subject: FW: July 3 or 5

Julie – just want to make sure the below is on your radar because I don’t see you cced on this

Thanks, Patty

From: Young, Chris - OSEC, Washington, DC
Stand by for a calendar invite from the Secretary. 1:30 pm on July 3.

Julie, can you arrange at 1:30 pm meeting next Tuesday, 30 minutes, between Patty, Terri, and me, please?

I plan to be here then as well, so we will be ready.

We can talk about it next week.

So long as one of you is there, I think we are fine. Just didn't. The afternoon of the 3rd is tracking better, at least generally.

Yes, if you want me there!

Will either (or both) of y'all be in the office on July 3 and/or July 5?

Chris
<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>1:00 PM - 2:00 PM</td>
<td>Copy: Org Chart Overview -- 200A</td>
<td></td>
</tr>
<tr>
<td>2:00 PM - 3:00 PM</td>
<td>Copy: FTE Overview -- 200A</td>
<td></td>
</tr>
<tr>
<td>3:00 PM - 4:00 PM</td>
<td>SES/HR Briefing -- 200A</td>
<td></td>
</tr>
<tr>
<td>4:00 PM - 4:30 PM</td>
<td>Weekly mtg. w/ Duane Williams -- 208-A</td>
<td></td>
</tr>
</tbody>
</table>
Hi Chris –

We have a standing meeting the second Wednesday of each month at 11:00 am in 221A. Let me know if you have any questions or concerns.

Also, let me know if you’d prefer a hard copy of all or any of this and we’ll bring it to you.

Thanks, Patty

-----Original Appointment-----
From: Hobbs, Kimm - DM
Sent: Friday, June 30, 2017 5:31 PM
To: Hobbs, Kimm - DM; Bice, Don - OBPA; Bohman, Mary - ERS; Carr, Rhonda - DM; Dean, Telora - FNS; Hatfield, Jerry; Jeanquart, Bobbi - DM; Jiron, Dan - OSEC, Washington, DC; Jones, Randall - GIPSA; Klippenstein, Brian - OSEC, Washington, DC; LINDEN, RALPH - OGC; Moore, Patty - DM; Nintemann, Terri - FSIS; Primrose, Edna - RD, Washington, DC; Stephenson, Robert - OSEC, Washington, DC; Trollinger, Shelia - OSEC; Wiggins, Marsha A - DM
Subject: Secretary's Executive Resources Board - July 2017 Meeting and Handouts
When: Wednesday, July 12, 2017 11:00 AM-12:00 PM (UTC-05:00) Eastern Time (US & Canada).
Where: Room 221-A

Greetings Secretary’s Executive Resources Board Members and Advisers,

We are thrilled to have our new Chair, Brian Klippenstein, and several new members attending the July meeting. Attached you will find the following documents to review:

- Sec’s ERB Agenda for July 2017
July 12, 2017 Continued

Wednesday

- ERB Action Timeline for 2017
- Options regarding the Secretary’s Initiatives
- Proposed Customer Service and Reform language
- Proposed FY 2017 Compensation Plan (will add past ratings and stats and resend)
- SES Critical Element Weights

If you need a call-in number, please let me know.

Thank you,

Kimm Hobbs
OHRM/ERMD
202-690-3238
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>(b) (6) - out</td>
</tr>
<tr>
<td>All Day</td>
<td>House &amp; Senate IN Session</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. - 208-A</td>
</tr>
<tr>
<td>Time</td>
<td>Event</td>
</tr>
<tr>
<td>--------------------</td>
<td>--------------------------------------------</td>
</tr>
<tr>
<td>All Day</td>
<td>House &amp; Senate IN Session</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>(b) (6) - out</td>
</tr>
<tr>
<td>All Day</td>
<td>Julie - CDO</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
<tr>
<td>12:00 PM - 12:15 PM</td>
<td>arrive office</td>
</tr>
<tr>
<td>1:00 PM - 2:30 PM</td>
<td>Summer Trips Follow Up Meeting -- 221A</td>
</tr>
<tr>
<td></td>
<td>Please come to 221A for a follow up to today's scheduling meeting regarding summer trips.</td>
</tr>
<tr>
<td>2:30 PM - 2:45 PM</td>
<td>set up for call</td>
</tr>
</tbody>
</table>
July 4, 2017
Tuesday

All Day
House & Senate in RECESS

All Day
Independence Day

8:00 AM - 12:00 PM
Copy: Personnel Time
8:00 am FSA and RD State Directors List
9:00am Advisory Committee /Boards and Commissions
10:00am Regional Offices

9:00 AM - 10:00 AM
Scheduling Meeting -- 221-A

4:00 PM - 6:00 PM
July 4th at the White House, Honoring our Military
All,
All Cabinet are cordially invited to attend the White House July 4th celebration. The Military Appreciation Picnic will be from 4pm-6pm. We encourage Cabinet to attend during this time and all are certainly welcome to stay for the White House staff event beginning at 6pm.
Only ice cream and beverages will be served at the 6pm portion and we encourage all staying for the 9pm fireworks display to bring a blanket for comfortable South Lawn viewing.
Please RSVP by Thursday evening and include the vitals of family attending with you.
Similar to the Congressional Picnic, Cabinet Affairs staff and interns will greet Cabinet at the irongate and escort attendees to the South lawn.
Please RSVP with your arrival time as well as family vitals.

5:00 PM - 6:00 PM
Cabinet Affairs Outlook Report Due

7:00 PM - 7:30 PM
Drop by: 4th of July at the Department of the Interior -- Immediate Office of the Secretary Department of the Interior Building 1849 C Street, NW Washington, DC 20240
Invited on behalf of Secretary Ryan Zinke and Chief of Staff- Scott Hommel.
The Secretary is welcome to stop by anytime.

8:00 PM - 10:00 PM
4th of July Celebration at USDA
<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>House &amp; Senate in RECESS</td>
</tr>
</tbody>
</table>
| 7:00 AM - 8:30 AM | Security Indoc - Access Approval Briefing -- S-310-J  
No electronic devices allowed.  
---
From: Maguire, Karen - DM  
Sent: Tuesday, June 13, 2017 10:58 AM  
To: Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>  
Subject: FW: Access Approval  

Good morning Ms. Gordon,  

The briefing takes no less than 90 minutes and due to the classification level of the materials discussed, must be conducted in the secure space in our office in S-310.  
Thank you,  

Karen D. Maguire  
Special Security Officer  
Classified National Security Information Security Programs  
Office of Homeland Security and Emergency Coordination  
Phone: (202) 720-8747  
Mobile: (b) (6)  
Fax: (202) 720-1689  
HSDN: (b) (6)  
JWICS: (b) (6)  

8:30 AM - 9:15 AM | Meeting with FAS Re: International Travel |
9:00 AM - 9:30 AM | mtg. w/ David Black re: Staffing -- 208-A |
9:30 AM - 10:30 AM | SES Follow up -- 208A |
10:30 AM - 1:30 PM | Scheduling Meeting - SUMMER TRIPS -- 221A  
Please come to 221A for a scheduling meeting regarding the summer trips- to include the 2 RV Tours “Back to our Roots Tour” (#rootingforUSDA #itsalwayssonnyonthefarm USDAfarmfrenzy are some hashtag thoughts) Kansas, Michigan, Florida, Texas, and California.  
Lunch will be served.  

Thank you!
Multiagency Coordination Group (MAC) Chair Training -- 208-A

Julie,

Good afternoon. Can you please arrange a 30-min meeting with Chris Young and Rebeckah Adcock? This is unclassified and can be in Chris’s office or 200-A. Subject: Multiagency Coordination Group (MAC) Chair Training.

Participants:
Chris Young
Rebeckah Adcock
Todd Barrett
Mike O’Connor
Josh Bornstein

This can occur after Chris’s OCONUS travel.

Thank you,
Josh

_____________________________________________________

Good afternoon Rebeckah,

Chris and I had a conversation about training this morning. I will work with Julie to get this 30-minute initial training on your calendars in the next few weeks. In the interim, if something unfortunate happens, we will train you (or whoever the Secretary selects) on the fly.

Thank you much,
Josh

Josh Bornstein
(A) Director
Office of Homeland Security and Emergency Coordination
United States Department of Agriculture
Main: 202.720.2582
Direct: [b] (6)
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>House &amp; Senate in RECESS</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>(b) (6) - out</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
</tbody>
</table>

Please See Above
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>House &amp; Senate in RECESS</td>
</tr>
<tr>
<td>All Day</td>
<td>(b) (6) - out</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
</tbody>
</table>

Please See Above
| All Day | (b) (6) out | Please See Above |
| All Day | (b)(6) | out | Please See Above |
**July 10, 2017**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>(b) (6) - out</td>
</tr>
<tr>
<td>All Day</td>
<td>Senate ONLY IN Session</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
</tbody>
</table>
July 11, 2017  
Tuesday

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>(b) (6) - out</td>
</tr>
<tr>
<td>Please See Above</td>
<td></td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>House &amp; Senate IN Session</td>
</tr>
<tr>
<td>All Day</td>
<td>House &amp; Senate IN Session</td>
</tr>
<tr>
<td>---------</td>
<td>---------------------------</td>
</tr>
<tr>
<td>All Day</td>
<td>(b) (6) - out</td>
</tr>
<tr>
<td>Time</td>
<td>Event Description</td>
</tr>
<tr>
<td>----------</td>
<td>---------------------------</td>
</tr>
<tr>
<td>All Day</td>
<td>House &amp; Senate IN Session</td>
</tr>
<tr>
<td>All Day</td>
<td>(b) (6) - out</td>
</tr>
</tbody>
</table>
July 17, 2017
Monday

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>House &amp; Senate IN Session</td>
</tr>
<tr>
<td></td>
<td>Please See Above</td>
</tr>
<tr>
<td>All Day</td>
<td>(b) (6) - out</td>
</tr>
<tr>
<td></td>
<td>Please See Above</td>
</tr>
<tr>
<td>All Day</td>
<td>(b) (6) - leaving at 1p</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
<tr>
<td>10:30 AM - 11:00 AM</td>
<td>Weekly mtg. w/ Duane Williams -- 208-A</td>
</tr>
<tr>
<td>11:00 AM - 11:30 AM</td>
<td>Schedule Review</td>
</tr>
<tr>
<td>11:30 AM - 12:30 PM</td>
<td>Mexico Countdown -- 221-A</td>
</tr>
<tr>
<td></td>
<td>Julie, from OSEC, if you could invite myself, Bethany, Tim and Michawn, Chad and Matt. I will forward it to whoever Chris decides will advance- either Nick or Rob.</td>
</tr>
<tr>
<td>1:00 PM - 1:30 PM</td>
<td>Meet &amp; Greet mtg. w/ OTR staff/Diane Cullo -- 208-A</td>
</tr>
</tbody>
</table>

Julie, from OSEC, if you could invite myself, Bethany, Tim and Michawn, Chad and Matt. I will forward it to whoever Chris decides will advance- either Nick or Rob.

Thanks!

-----Original Message-----
From: Young, Chris - OSEC, Washington, DC
Sent: Monday, July 10, 2017 7:58 PM
To: Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>
Cc: Sullivan, Lauren - OSEC, Washington, DC <Lauren.Sullivan@osec.usda.gov>;
Willbrand, Zhulieta - OSEC, Washington, DC <zhulieta.z.willbrand@osec.usda.gov>
Subject: Mexico countdown

Julie,

Please schedule a Monday, July 17, 11am meeting next week. Label it as "Mexico Countdown." Repeat the meeting the next Tuesday morning as early as possible in the day after 9:30am. One hour the first meeting, 45 minutes the second. 221A please.

Zhulieta, please let Julie know who to invite from FAS. We can set up a call-in line.

Lauren, please let Julie know who to invite from OSEC. Likely you, Tim and Michawn, Chad and Matt, and whomever I settle on as advance. Tbd.

Thanks,
Chris

Sent from my iPhone
Chris,

Many thanks!

Julie, I am glad to work with you to find a time that works best for Chris on Monday afternoon. To that end, does either 1:00 or 3:30 work for his schedule. Many thanks! -- Stuart

Stuart Bender  
Director  
Office of Ethics  
U.S. Department of Agriculture  
1400 Independence Avenue, S.W., Room 347-W  
Washington, DC 20250-1400  
Stuart.Bender@oe.usda.gov  
(202) 720-2251 (Desk)  
(202) 720-2251 (Cell)  
USDA Ethics Webpage: www.ethics.usda.gov

On Jul 16, 2017, at 4:04 PM, Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov> wrote:

Julie,

Please schedule Stuart for Monday afternoon, a 30-minute block. You may move any of my meetings to Tuesday, save for my 2.00 pm call.

In addition, I think we will have to delay the Tuesday 10 am facilities meeting. We will get back to them on a suitable date in the near future.

Chris

From: Bender, Stuart - OE  
Sent: Friday, July 14, 2017 10:24 AM  
To: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>  
Subject: Fwd: Chris--Follow Up on the

Dear Chris,

I hope this email finds you well. As a follow up to my earlier email,
Many thanks for your kind assistance. -- Stuart

Stuart Bender
Director
Office of Ethics
U.S. Department of Agriculture
1400 Independence Avenue, S.W., Room 347-W
Washington, DC 20250-1400
Stuart.Bender@oe.usda.gov
(202) 720-2251 (Desk)
(Cell)
USDA Ethics Webpage: www.ethics.usda.gov

Begin forwarded message:

From: "Bender, Stuart - OE" <Stuart.Bender@oe.usda.gov>
Date: June 30, 2017 at 7:38:29 PM EDT
To: "Young, Chris - OSEC, Washington, DC" <Chris.Young@osec.usda.gov>
Subject: Chris--Follow Up on the

Dear Chris,

Many thanks and have a safe and enjoyable 4rth of July. -- Stuart

Customer service matters to me. Please take our short survey; click here.
<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
</tr>
</thead>
</table>
| 4:00 PM - 4:30 PM| mtg. w/ Bobbi Jeanquart - re: Employee Recognition -- 208A  
We will have final recommendations to share. |
| 5:00 PM - 6:00 PM| Meeting w/ Duane Williams re: Security/Food/Space -- 200-A - Heidi's office |
Dear Stuart:

I am pleased to share with you two pieces of information:

1. As of last week, the Secretary has completed his restructuring and transfers, consistent with the terms of his ethics agreement. He has now met all of the requirements of his OGE agreement.
2. Last evening, he executed his Certification of Ethics Agreement Compliance. I have that document in my office.

All that remains is to call Kort Peterson, which he gave us permission to do, to request a letter affirming compliance. He indicated that Mr. Peterson may have already drafted the letter.

Julie, could you please schedule a 15-minute time slot this afternoon for Stuart to come to my office to receive the Secretary’s Certification and for us to discuss the letter?

Thanks,
Chris

L. Christopher Young
Deputy Chief of Staff
United States Department of Agriculture
Office: 202.720.3631
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>2:30 PM - 3:30 PM</td>
<td>mtg. w/ Patty Moore/Terri Meighan re: SES - 208A</td>
</tr>
</tbody>
</table>
July 19, 2017
Wednesday

House & Senate IN Session

8:00 AM - 9:00 AM Subcabinet Meeting -- 200-A Conference Room

Please note Subcabinet meeting time has changed to 8:00-9:00 am. Please allow 1 hour for the meeting.

Under Secretary may send Chief of Staff in their place when needed.

Conference Line: 888-844-9904
Access code: (b) (6)

9:00 AM - 9:30 AM Calendar Review mtg. -- 208-A

10:00 AM - 10:30 AM Meeting with Duane -- Heidi’s Office

11:00 AM - 11:30 AM mtg. w/ Jean Daniel -- 200A - Heidi’s office

Thank you.

I also wanted to make a clarification—

Thank you,
Campbell

Re: OES discussion

In the meantime, I wanted to provide some feedback from her:

She thinks

Hope this is helpful. Please call with concerns or questions.
Thank you,
Campbell

1:00 PM - 1:15 PM

mtg. w/ Joby Young -- 208-A

Good Afternoon Chris,

I hope you are doing well.

Today I will be advising you on the process for establishing Mr. Young’s FY 2017 performance plan. The appraisal period will be 6/19/17 - 9/30/17. I took the liberty to add this information on the attached template. Mr. Young’s plan should be issued within 30 days of his appointment date of 6/19/17. As a newly appointed SES employee, Mr. Young should review the PowerPoint presentation, USDA’s “SES Perf Management Training” within 7 days of the receipt of this email. Upon completion, you should a) discuss developing the performance plan for FY 2017 with Mr. Young, b) ensure that you and Mr. Young sign and date the performance plan in Part I. Consultation, and c) provide the original plan to me by 6/30/17 and a copy to Mr. Young.

The attachments include the Guidance for Establishing the 2017 performance plans, SES Performance Management Training, Guidelines for Digital Signatures, Guidelines to write measurable results on the Results Driven Element, the Position Description and the 2017 SES performance plan template

Should you have any questions, please do not hesitate to contact me.

Respectfully,

Alberto Vega
Executive Resources Operations
Performance Management
Departmental Management/USDA
Room 4007 South Building
Washington, DC 20250
Mail Stop # 9621
Phone 202-720-8335
Fax 202-720-9148
Customer Service Survey
<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1:15 PM - 1:30 PM</td>
<td>mtg. w/ Doug Crandall -- 208-A</td>
</tr>
<tr>
<td></td>
<td>Re: performance plan</td>
</tr>
<tr>
<td>1:30 PM - 1:45 PM</td>
<td>mtg. w/ Abbey Fretz -- 208-A</td>
</tr>
<tr>
<td></td>
<td>Re: performance plan</td>
</tr>
<tr>
<td>2:30 PM - 2:45 PM</td>
<td>mtg. w/ Turner</td>
</tr>
<tr>
<td>5:15 PM - 5:45 PM</td>
<td>phone interview w/ [b] (6)</td>
</tr>
</tbody>
</table>

[Redacted information]
July 20, 2017
Thursday

12:00 AM - 12:00 AM
House & Senate IN Session
Please See Above

All Day
(0) (6) - out in am

9:00 AM - 9:30 AM
Calendar Review mtg. -- 208-A

9:45 AM - 10:30 AM
mtg. w/ Diane Cullo - re: update -- 200-A - Heidi's office
I am available whatever time works best for the two of you. I am happy to assist there as needed also.

Diane

Sent from my iPhone

On Jul 4, 2017, at 2:21 PM, Green, Heidi - OSEC, Washington, DC <Heidi.Green@osec.usda.gov> wrote:

Diane, thank you for your work on these matters. Chris and I would like to meet with you the week of the July 17th

Julie please schedule.

Thank you,
Heidi

<image002. Heidi Green
png> Chief of Staff – Office of the Secretary
United States Department of Agriculture
Office: 202-720-0121
Cell: (5) Deliberative
Importance: High

**PRE-DECISIONAL, DELIBERATIVE**

Greetings:

The Beginning Farmers and Ranchers Advisory Committee is housed within the Office of Advocacy and Outreach.

The Charter renewal package is attached for your reference.

Please let me know if you have any questions.

Diane
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>11:15 AM - 11:45 AM</td>
<td>call w/ Don DeMaria</td>
</tr>
<tr>
<td>1:00 PM - 1:30 PM</td>
<td>Meeting regarding contacts</td>
</tr>
<tr>
<td>1:30 PM - 2:00 PM</td>
<td>mtg. w/ Mike Alston re: update on Vets in Ag -- 208A</td>
</tr>
<tr>
<td>2:00 PM - 2:30 PM</td>
<td>bi-weekly mtg. w/ Carmelnita Fossum - Executive Services -- 208-A</td>
</tr>
<tr>
<td>3:00 PM - 4:00 PM</td>
<td>People's Buffet Redesign mtg. -- 208A</td>
</tr>
</tbody>
</table>

We would be able to discuss any items or plans that the Executive Services Division support team assists Secretary Perdue, the immediate office of the Secretary as well as the Advance and scheduling teams with moving forward.
July 21, 2017

All Day
Senate ONLY IN Session

9:00 AM - 9:30 AM
Calendar Review mtg. -- 208-A

9:30 AM - 10:30 AM
CY - Security Meeting -- S310-J Operations Center

10:30 AM - 11:00 AM
mtg. w/ Josh -- S-310

OK – after it is!
Yes sir – you are good to go in S310 all doors.

From: Young, Chris - OSEC, Washington, DC
Sent: Tuesday, July 18, 2017 11:34 AM
To: Bornstein, Josh - DM <Josh.Bornstein@dm.usda.gov>
Cc: Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>
Subject: RE: briefing

After would be better, if possible. I have to run a senior staff meeting.

Does my badge now have access to S-310?

From: Bornstein, Josh - DM
Sent: Tuesday, July 18, 2017 11:32 AM
To: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>
Cc: Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>
Subject: RE: briefing

Sure.

Want to do before or after our 9:30?

Josh

From: Young, Chris - OSEC, Washington, DC
Sent: Tuesday, July 18, 2017 11:22 AM
To: Bornstein, Josh - DM <Josh.Bornstein@dm.usda.gov>
Cc: Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>
Subject: briefing

Josh,

Do you think

Thanks,
Chris
11:00 AM - 11:30 AM  
mtg. [(b)(6)] personnel -- 208A

12:00 PM - 1:00 PM  
Working Lunch mtg. -- 208-A - Chris's Office

1:00 PM - 1:30 PM  
Portland Trip Build-Out mtg. -- 208A
Perfect Ann.

Julie, can you schedule for 30 min tomorrow or Friday?

Sent from my iPhone

<Ann.Bartuska@osec.usda.gov> wrote:

Chris, At Subcabinet this AM I mentioned that I would be in Portland week of August 6 and that it is our practice to buildout the trip to meet with relevant stakeholders. This trip, I hope to connect with the Oregon Innovation center, which I visited in 2013, which is a partnership between OSU (NIFA-funded) and Oregon Dept of Ag. I also mentioned that we have frequently used these trips to have roundtables or listening sessions: I have done education and urban ag, also could be business oriented, etc. Heidi said that we needed to loop you into the conversation/discussion. Thanks, Ann

Ann M. Bartuska, Ph. D
Acting Under Secretary for
Research, Education and Economics
USDA
202-720-1542

1:30 PM - 2:30 PM  
mtg. w/ Duane Williams/Bethany Hudson re: redesigning Exec. Dining Room -- 208-A

2:30 PM - 3:00 PM  
mtg. w/ [(b)(6)] 208-A
Hey there, Chris!

Malcom let me know you wanted to meet with [b] (6) [b] Zakee Gordon over in OHRM said that he will be sending the SF-52 to us soon to sign and then it goes to you next for approval. As soon as you sign off, we can make our offer and hope that he accepts it. The onboarding process is detailed, so I appreciate your fast action on this.

I’ve attached [b] (6) [b] resume for your review. His contact information is on there too, so Julie can use that to schedule a meeting with you:

I have all the notes from the interview panel, as well, if you would like to go through them. I facilitated the interview and can say that he was fantastic—I am sure you will enjoy meeting him!

Let me know if you need anything else.

Johanna “Jeleen” Briscoe, VMD
Acting Chief of Staff
Acting Director for Asian American and Pacific Islander Affairs
Office of the Assistant Secretary for Administration
U.S. Department of Agriculture
1400 Independence Avenue, SW, 240-W
Washington D.C. 20250
Office (202) 260-8260
Cell [b] (6) [b]
Johanna.Briscoe@osec.usda.gov
July 22, 2017
Saturday

All Day

Travel - Columbus OH

4:30 AM - 4:45 AM
depart for DCA

6:00 AM - 6:15 AM
depart DCA - 6:05a

9:30 AM - 9:45 AM
arrive Columbus, 9:36a

12:50 PM - 2:00 PM
UA Flight 6167 Departing Dulles at 12:50PM arriving in Columbus (CMH) at 2:08PM
<table>
<thead>
<tr>
<th>Date</th>
<th>From/To</th>
<th>Flight/Vendor</th>
<th>Status</th>
<th>Dep/Arr Time</th>
<th>Class/Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>07/22/2017</td>
<td>IAD-CMH</td>
<td>UA 6187*</td>
<td>Confirmed</td>
<td>12:50 PM/02:08 PM</td>
<td>Economy/Y</td>
</tr>
</tbody>
</table>
July 22, 2017 Continued

Saturday

3:00 PM - 5:00 PM  
Speak at NaCO Annual Conference

6:30 PM - 7:00 PM  
Wheels Up from Columbus on AF2
Will you help me?

From: LaTour Haehn, Kristina - OHSEC, Washington, DC
Sent: Wednesday, July 12, 2017 8:50 AM
To: Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>
Cc: Bornstein, Josh - DM <Josh.Bornstein@dm.usda.gov>; O'Connor, Mike - DM <mike.oconnor@ocio.usda.gov>
Subject: Scheduling Private Meeting

Julie,

I was referred to you by Josh Bornstein to get on Chris Young’s schedule. I need to schedule a one hour private meeting sometime in the next few weeks. Can you please send me three times that work best for him so I can coordinate with other parties? I appreciate your help! I will head up to your office today to introduce myself and chat a little more about the meeting. Thank you.

V/R,

Kristina
KRISTINA A. LaTOUR HAEHN
Food and Agriculture Intelligence Staff
Office of Homeland Security and Emergency Coordination
U.S. Department of Agriculture
Office: (202) 720-9746
Mobile: (b) (6)
July 24, 2017 Continued

Monday

4:00 PM - 5:00 PM  Bus Tour Itinerary Meeting -- 221A
Julie, from OSEC, if you could invite myself, Bethany, Tim and Michawn, Chad and Matt. I will forward it to whoever Chris decides will advance- either Nick or Rob.

Thanks!

-----Original Message-----
From: Young, Chris - OSEC, Washington, DC
Sent: Monday, July 10, 2017 7:58 PM
To: Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>
Cc: Sullivan, Lauren - OSEC, Washington, DC <Lauren.Sullivan@osec.usda.gov>; Willbrand, Zhulieta - OSEC, Washington, DC <zhulieta.z.willbrand@osec.usda.gov>
Subject: Mexico countdown

Julie,

Please schedule a Monday, July 17, 11am meeting next week. Label it as "Mexico Countdown." Repeat the meeting the next Tuesday morning as early as possible in the day after 9:30am. One hour the first meeting, 45 minutes the second. 221A please.

Zhulieta, please let Julie know who to invite from FAS. We can set up a call-in line.

Lauren, please let Julie know who to invite from OSEC. Likely you, Tim and Michawn, Chad and Matt, and whomever I settle on as advance. Tbd.

Thanks,
Chris

Sent from my iPhone

Scheduling Meeting -- 221-A

International iPhone Scan

Space Allocation mtg. -- 208A

phone call w/ Julie (6) Perfect, (6)

Julie, could you please schedule for a phone interview next Tuesday at 2:30 pm. I think that is probably the best match with my schedule.
I will call you, so please let Julie know the best number for you. And if I’m running a few minutes behind, don’t fret.

Thanks,

Chris

From: [REDACTED]  
Sent: Thursday, July 20, 2017 7:54 PM  
To: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>  
Subject: Re: WSP placement

Chris,

Thank you for reaching out. It definitely is always nice to bump into a South Georgia neighbor—. Don did tell me to be on the lookout for a message from you.

I certainly would like to speak with you about this placement and how I could fit in to your team. Tomorrow, 07/21, at 1:00PM, Monday, 07/24, at 11:00AM, or Tuesday, 07/25, between 1:00PM and 3:00PM are great for me. Do any of these times work for you?

Thanks, again.

BTH

On Thu, Jul 20, 2017 at 3:52 PM, Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov> wrote:

Dear [REDACTED],

I hope this note finds you well. My name is Chris Young, and I serve as the Secretary of Agriculture’s Deputy Chief of Staff. Please call me Chris.

Always good to connect with another South Georgian. I am a University of Georgia graduate, having earned my law degree there just a few years ago. I did my undergraduate at Georgia Tech, so we won’t hold that against one another, deal?

After reading your resume, I think you’ll find that we have a great deal in common… including . I am a University of Georgia graduate, having earned my law degree there just a few years ago. I did my undergraduate at Georgia Tech, so we won’t hold that against one another, deal?

shared with me your resume. I understand you are interested in a WSP placement with us this fall. Terrific! We should visit by phone as soon as possible. If selected, we would need to begin a couple of administrative processes as soon as possible so that you could begin on time. During our call, in addition to
regular interview questions, I would share with you what this particular placement would entail, the type of work you would do, and the people with whom you would interact.

If this sounds good to you, please let me know your availability tomorrow (Friday), Monday, and Tuesday.

All the best,

Chris

[Signature]

L. Christopher Young
Deputy Chief of Staff

United States Department of Agriculture

Office: 202.720.3631
July 26, 2017
Wednesday

All Day
(B) (6) Out
Please See Above

All Day
House & Senate IN Session
Please See Above

8:00 AM - 9:00 AM
Subcabinet Meeting -- 200-A Conference Room

Please note Subcabinet meeting time has changed to 8:00-9:00 am. Please allow 1 hour for the meeting.

Under Secretary may send Chief of Staff in their place when needed.

Conference Line: 888-844-9904
Access code: [D] (6)

9:00 AM - 9:30 AM
Calendar Review mtg. -- 208-A

10:00 AM - 10:30 AM
Mexico and Texas Briefing -- 221A

12:30 PM - 1:30 PM
Re-Cap of Working Lunch mtg. -- 208A

1:30 PM - 2:00 PM
re-cap on 7/21 Lincoln Dining Rm mtg. -- 208A

2:00 PM - 2:30 PM
mtg. w/ Maggie Lyons/Brandon Lipps -- 208A
From: Lyons, Maggie - OSEC, Washington, DC
Sent: Friday, July 21, 2017 5:04 PM
To: Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>
Cc: Lipps, Brandon - OSEC, Washington, DC <Brandon.Lipps@osec.usda.gov>
Subject: Time on Chris’ schedule

Julie,

Could you please help Brandon and me find time on Chris’ schedule next week (if at all possible)? Upon Heidi’s recommendation, we need to:

Brandon and I are both down at FNS in Alexandria most of Monday but will work to be flexible around his schedule any other day next week.

Thank you,
Maggie

Maggie Lyons
Chief of Staff & Senior Advisor
<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>3:00 PM - 4:00 PM</td>
<td>Calendar Review /Bus Tour Meeting -- 221A</td>
</tr>
</tbody>
</table>
July 27, 2017
Thursday

All Day (b) (6) - Out

All Day House & Senate IN Session

12:00 AM - 12:00 AM (b) (6) Out of Office

12:00 AM - 12:00 AM Travel - Mexico

All Day (b) (6) - Out

5:30 AM - 5:45 AM depart for DCA

7:00 AM - 12:00 PM AA 309 Departing DCA at 6:55a, arriving in MIA at 9:35am, departing on AA 4771 MIA at 10:30am arriving at MID at 12:07pm
   DCA-MIA AA 309 Confirmed 06:55AM/09:35AM
   MIA-MID AA 4771* CONFIRMED 10:30AM/12:07PM

9:00 AM - 9:30 AM Calendar Review mtg. -- 208-A
July 28, 2017
Friday

12:00 AM - 12:00 AM  (b) (5) Out  
Please See Above

12:00 AM - 12:00 AM  House & Senate IN Session  
Please See Above

All Day  (b) (b) Out of Office  
Please See Above

All Day  Travel - Mexico  
Please See Above

All Day  Julie - CDO

9:00 AM - 9:30 AM  Calendar Review mtg. -- 208-A
<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>Out of Office</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>Travel - Mexico</td>
</tr>
<tr>
<td>All Day</td>
<td>Out of Office</td>
</tr>
<tr>
<td>Time</td>
<td>Event</td>
</tr>
<tr>
<td>------------------</td>
<td>----------------------------------------------------------------------</td>
</tr>
<tr>
<td>All Day</td>
<td>Out of Office</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>House &amp; Senate in RECESS</td>
</tr>
<tr>
<td>9:00 AM - 10:30 AM</td>
<td>Bus Tours Overview and Scheduling Meeting -- 221A</td>
</tr>
<tr>
<td>10:30 AM - 11:00 AM</td>
<td>Weekly mtg. w/ Duane Williams -- 208-A</td>
</tr>
<tr>
<td>11:00 AM - 12:00 PM</td>
<td>Re-Cap of Working Lunch mtg. -- 208A</td>
</tr>
<tr>
<td>1:00 PM - 1:30 PM</td>
<td>Briefing on Office/Space Reallocation</td>
</tr>
<tr>
<td>4:00 PM - 4:15 PM</td>
<td>15 minute mtg. w/ DCoS Chris Young -- 208-A</td>
</tr>
<tr>
<td>4:30 PM - 5:00 PM</td>
<td>Meeting with Scheduling -- Your Office: I have things to discuss and</td>
</tr>
<tr>
<td>Time</td>
<td>Event Description</td>
</tr>
<tr>
<td>---------------------</td>
<td>--------------------------------------------------------</td>
</tr>
<tr>
<td>All Day</td>
<td>(b) (6) out of the office</td>
</tr>
<tr>
<td></td>
<td>Please See Above</td>
</tr>
<tr>
<td>All Day</td>
<td>House and Senate In RECESS</td>
</tr>
<tr>
<td></td>
<td>Please See Above</td>
</tr>
<tr>
<td>All Day</td>
<td>Travel</td>
</tr>
<tr>
<td></td>
<td>Please See Above</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>(b) (6) - Great Falls, MT - Confirmation #'s</td>
</tr>
<tr>
<td></td>
<td>Please See Above</td>
</tr>
<tr>
<td>All Day</td>
<td>(b) (6) - out of office</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
</tbody>
</table>
June 2, 2017

Friday

12:00 AM - 12:00 AM  (b)(6) out of the office

12:00 AM - 12:00 AM  House and Senate In RECESS

All Day  Travel

All Day  Julie - CDO

7:00 AM - 7:15 AM  Sugar Briefing Conference Call
                    888-844-9904
                    Access Code: (b)(6)

9:00 AM - 9:30 AM  Calendar Review mtg. -- 208-A

10:45 AM - 11:15 AM  Sugar -- Dial in: 202-757-2100 Meeting ID: (b)(6)
                      Mr Secretary,

                      Note the set up for a sugar call tomorrow.

                      I think, (b)(5) Deliberative

                      (b)(5) Deliberative
Sent from my iPad

Begin forwarded message:

From: "Cohn, Gary D. EOP/WHO" To: "Cobauh, CC M. EOP/USTR"
"Bacak, Abigail R. EOP/USTR"
"Abigail R Bacak@ustr.eop.gov",
"Henry, Tina-Maria (Federal)"
"Hafemeister, Jason - OSEC, Washington, DC"
"Jason.Hafemeister1@osec.usda.gov",
"Katz, Jeremy L. EOP/WHO"
"Delahoyde, Magdelana A. EOP/WHO"
"Starling, Ray A. EOP/WHO"
"Lin, Merry S. EOP/NSC"
"ecomstock@doc.gov"
"Bomer Lauritsen, Sharon E. EOP/USTR"
"Sharon_E_BomerLauritsen@ustr.eop.gov",
"Strom, Natalie M. EOP/WHO"
"Curry, Cat E. EOP/WHO"
"Short, Marc T. EOP/WHO"
"Willems, Clete R. EOP/NSC"

Subject: Call: Sugar Suspension Agreement Status

Tomorrow morning at 10:45 AM there will be a call on the status of the sugar suspension agreement.
Dial in #: 202-757-2100
Join Meeting ID: (b) (6)

Please let me know if you have any questions,
Kaitlyn

Principals:
Secretary Ross
Secretary Perdue
Ambassador Lighthizer
Gary Cohn
Marc Short
<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>Travel</td>
</tr>
<tr>
<td></td>
<td>Please See Above</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>Travel - Boise, ID to Toronto, Canada</td>
</tr>
</tbody>
</table>

*Text in image is not legible.*
TRAVELER NOTICE - Many airlines charge fees for baggage and other services. Amounts vary by airline and are subject to change. Travelers are responsible for verifying all fees charged by individual carriers. Please visit the operating carrier website of your ticketed itinerary for applicable fees.

To view your trip via Viewtrip, please click here.

Printer Friendly

**Ticket Receipt**
Total Amount: 761.39 USD
This ticket information applies to the following trip(s):

- Delta Air Lines Flight 1530 from Boise ID to Salt Lake City UT on June 03
- Delta Air Lines Flight 2797 from Salt Lake City UT to Toronto on June 03
- Delta Air Lines Flight 4196 from Toronto to Detroit MI on June 06 (Operated By: Endeavor Air dba Delta Connection)
- Delta Air Lines Flight 771 from Detroit MI to Washington DC on June 06

Electronic Ticket Number: 0068606252028
Invoice Number: E20163465
Ticket Amount: 761.39 USD
Form of Payment: VI**********3392

**Travel Summary – Agency Record Locator L57Z4U**

**Traveler**
YOUNG / LARRY C

**Reference number by traveler:** A0R2EL

<table>
<thead>
<tr>
<th>Date</th>
<th>From/To</th>
<th>Flight/Vendor</th>
<th>Status</th>
<th>Depart/Arrive</th>
<th>Class/Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>06/03/2017</td>
<td>BOI-SLC</td>
<td>DL 1530</td>
<td>Confirmed</td>
<td>07:45 AM/08:53 AM</td>
<td>Economy / K</td>
</tr>
<tr>
<td>06/03/2017</td>
<td>SLC-YYZ</td>
<td>DL 2797</td>
<td>Confirmed</td>
<td>09:55 AM/03:41 PM</td>
<td>Economy / K</td>
</tr>
<tr>
<td>06/03/2017</td>
<td>YTZ</td>
<td>(B) (6)</td>
<td>Confirmed</td>
<td>09/03-06/06</td>
<td>Economy / K</td>
</tr>
<tr>
<td>06/06/2017</td>
<td>YYZ-DTW</td>
<td>DL 4196</td>
<td>Confirmed</td>
<td>11:48 AM/01:09 PM</td>
<td>Economy / K</td>
</tr>
<tr>
<td>06/06/2017</td>
<td>DTW-DCA</td>
<td>DL 771</td>
<td>Confirmed</td>
<td>03:27 PM/04:57 PM</td>
<td>Economy / K</td>
</tr>
</tbody>
</table>

**AIR - Saturday, June 3 2017 - Agency Record Locator L57Z4U**

**Delta Air Lines Flight DL1530 Economy**

**Depart:**
Air Term. (Gowen Fd)
Boise, Idaho, United States
07:45 AM Saturday, June 3 2017

**Arrive:**
Salt Lake City International Airport, 2 - Terminal Unit 2
Salt Lake City, Utah, United States
08:53 AM Saturday, June 3 2017

**Duration:**
1 hour(s) and 8 minute(s) Non-stop

**Status:**
Confirmed - Delta Air Lines Record Locator: F73H7N

**Equipment:**
Boeing 737-800 (winglets) Passenger

**Seat:**
18C (Non-smoking) Confirmed

**FF Number:**
XXXXX07357 - YOUNG / LARRY C

**Distance:**
290 miles / 466.61 kilometers

**CO2 Emissions:**
159.5 lbs/72.5 kgs

**Remarks:**
FOR UP TO DATE TRAVEL INFORMATION ON AIRLINE CHECK-IN/RESTRICTIONS/LIMITATIONS/SECURITY PLEASE CHECK WWW.DELTA.COM
### AIR - Saturday, June 3 2017 - Agency Record Locator L57Z4U

**Delta Air Lines**  
Flight DL2797  
**Economy**

| Depart: | Salt Lake City International Airport, 2 - Terminal Unit 2  
Salt Lake City, Utah, United States  
09:55 AM Saturday, June 3 2017 |
|---|---|
| Arrive: | Pearson International Airport, Terminal 3  
Toronto, Ontario, Canada  
03:41 PM Saturday, June 3 2017 |
| Duration: | 3 hour(s) and 46 minute(s) Non-stop |
| Total duration: | 5 hour(s) and 55 minute(s) including layover(s) |
| Status: | Confirmed - Delta Air Lines Record Locator **F73H7N** |
| Meal: | Food For Purchase |
| Equipment: | Airbus Industrie A318 |
| Seat: | 15C (Non smoking) Confirmed |
| FF Number: | XXXX007357 - YOUNG/LARRY C |
| Distance: | 1656 miles / 2664.504 kilometers |
| CO2 Emissions: | 728.64 lbs/331.2 kgs |

### HOTEL - Saturday, June 3 2017

**Address:**

<table>
<thead>
<tr>
<th>Tel:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fax:</td>
</tr>
</tbody>
</table>

**Check In/Check Out:** Saturday, June 3 2017 - Tuesday, June 6 2017

- **Status:** Confirmed
- **Number of Nights:** 3
- **Rate per night:** CAD 299.00 plus tax and any additional fees
- **Guaranteed:** Yes
- **Confirmation:** 121784261
- **CO2 Emissions:** Per night is approximately 63.8 lbs/20 kgs
- **Additional Information:** CANCEL BY 6PM DAY OF ARRIVAL  
HOTEL FAX NUMBER 1-416-8905008  
CREDIT CARD REQUIRED AT CHECK IN

### AIR - Tuesday, June 6 2017 - Agency Record Locator L57Z4U

**Delta Air Lines**  
Flight DL4196  
**Economy**

| Depart: | Pearson International Airport, Terminal 3  
Toronto, Ontario, Canada  
11:48 AM Tuesday, June 6 2017 |
|---|---|
| Arrive: | Wayne County, EM - E M McNamara Terminal  
Detroit, Michigan, United States  
01:09 PM Tuesday, June 6 2017 |
| Duration: | 1 hour(s) and 21 minute(s) Non-stop |
| Status: | Confirmed - Delta Air Lines Record Locator **F73H7N** |
| Equipment: | Canadair Regional Jet 900 |
| Operated By: | Endeavor Air Dba Delta Connection |
| Seat: | 133 (Non smoking) Confirmed |
| FF Number: | XXXX007357 - YOUNG/LARRY C |
| Distance: | 214 miles / 344.326 kilometers |
| CO2 Emissions: | 117.7 lbs/53.5 kgs |

### AIR - Tuesday, June 6 2017 - Agency Record Locator L57Z4U

**Delta Air Lines**  
Flight DL771  
**Economy**

| Depart: | Salt Lake City International Airport, 2 - Terminal Unit 2  
Salt Lake City, Utah, United States  
09:55 AM Saturday, June 3 2017 |
|---|---|
| Arrive: | Pearson International Airport, Terminal 3  
Toronto, Ontario, Canada  
03:41 PM Saturday, June 3 2017 |
<p>| Duration: | 3 hour(s) and 46 minute(s) Non-stop |
| Total duration: | 5 hour(s) and 55 minute(s) including layover(s) |
| Status: | Confirmed - Delta Air Lines Record Locator <strong>F73H7N</strong> |
| Meal: | Food For Purchase |
| Equipment: | Airbus Industrie A318 |
| Seat: | 15C (Non smoking) Confirmed |
| FF Number: | XXXX007357 - YOUNG/LARRY C |
| Distance: | 1656 miles / 2664.504 kilometers |
| CO2 Emissions: | 728.64 lbs/331.2 kgs |</p>
<table>
<thead>
<tr>
<th>Depart:</th>
<th>Wayne County, EM - E.M. McNamara Terminal</th>
<th>Weather</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Detroit, Michigan, United States</td>
<td></td>
</tr>
<tr>
<td></td>
<td>03:27 PM Tuesday, June 6 2017</td>
<td></td>
</tr>
<tr>
<td>Arrive:</td>
<td>Ronald Reagan National, Terminal B</td>
<td>Weather</td>
</tr>
<tr>
<td></td>
<td>Washington, District of Columbia, United States</td>
<td></td>
</tr>
<tr>
<td></td>
<td>04:57 PM Tuesday, June 6 2017</td>
<td></td>
</tr>
<tr>
<td>Duration:</td>
<td>1 hour(s) and 30 minute(s) Non-slap</td>
<td></td>
</tr>
<tr>
<td>Total duration:</td>
<td>5 hour(s) and 9 minute(s) Including layover(s)</td>
<td></td>
</tr>
<tr>
<td>Status:</td>
<td>Confirmed - Delta Air Lines Record Locator F73H7N</td>
<td></td>
</tr>
<tr>
<td>Equipment:</td>
<td>Boeing (Douglas) MD-90</td>
<td></td>
</tr>
<tr>
<td>Seat:</td>
<td>21B (Non smoking) Confirmed</td>
<td></td>
</tr>
<tr>
<td>FF Number:</td>
<td>XXXX007357 - YOUNG/LARRY C</td>
<td></td>
</tr>
<tr>
<td>Distance:</td>
<td>404 miles / 650.036 kilometers</td>
<td></td>
</tr>
<tr>
<td>CO2 Emissions:</td>
<td>177.76 lbs/80.8 kgs</td>
<td></td>
</tr>
</tbody>
</table>

**Remarks**

FOR 24/7 TRAVEL ASSISTANCE PLEASE CONTACT
THE BCD TRAVEL TEAM AT 1-800-877-6120
FOR OUTSIDE THE US CALL COLLECT 770-829-2603
FOR THE HEARING IMPAIRED - PLEASE DIAL 711
TO ACCESS RELAY SERVICE - PROVIDE PHONE
NUMBER OF 1-800-877-6120 TO ACCESS TRAVEL
FOR RECENT CHANGES IN THE FY15 GOVERNMENT CITY PAIR
PROGRAM/CRP YOUR AIR RESERVATIONS ARE SUBJECT TO
CANCELLATION BY THE AIRLINES IF NOT TICKETED AT LEAST
48 HOURS PRIOR TO SCHEDULED DEPARTURE
PLEASE ENSURE ALL NECESSARY APPROVALS ARE PROCESSED IN
ACCORDANCE WITH YOUR AGENCY'S BUSINESS RULES BUT NO LESS
THAN 3 BUSINESS DAYS PRIOR TO DEPARTURE TO ENSURE TICKETING.
THIS IS YOUR CANCELLATION RULE DOES NOT APPLY TO
INTERNATIONAL RESERVATIONS UNLESS YOUR TRIP HAS DOMESTIC
CONNECTIONS ON MORE THAN ONE AIRLINE OR THESE
RESERVATIONS REQUIRE SEPARATE AIR TICKETS.

**-----------------------------**

TICKET IS NON REFUNDABLE/NON TRANSFERABLE.
CHANGES SUBJECT TO PENALTIES PLUS FARE INCREASE.
SOME CARRIERS REQUIRE CANCELLATION PRIOR TO DEPARTURE.
OR YOUR TICKET MAY HAVE NO VALUE. CALL THE TRAVEL OFFICE
FOR CHANGES OR CANCELLATION OF THIS TRIP
CHECK WWW.CDC.GOV/TRAVEL FOR TRAVEL HEALTH ADVISORIES
PROPER DOCUMENTATION IS REQUIRED FOR ENTRY INTO
ARRIVAL COUNTRY
CHECK WWW.DHS.GOV/TRAVEL ALERTS
FOR COUNTRY TRAVEL ADVISORIES
**US PASSPORT HOLDERS** PLEASE VISIT
WWW.CIC.GC.CA/ENGLISH/VISIT/BUSINESS-CHECKLIST.ASP
TO REVIEW A LIST OF REQUIRED DOCUMENTS
FOR TRAVEL TO/FROM CANADA
CHECK-IN TIMES ARE 90 MINUTES PRIOR TO DEPARTURE
FOR DOMESTIC FLIGHTS OR 120 MINUTES FOR INTERNATIONAL
ELECTRONIC TICKET/S WILL BE ISSUED FOR THIS TRIP
AIRPORT FEES MAY BE COLLECTED UPON ARRIVAL
OR DEPARTURE.
CHECKED BAGGAGE POLICIES VARY BASED ON CARRIER AND FINAL
WITH YOUR TRAVEL CONSULTANT OR THE AIRLINES WEBSITE.
STARTING MARCH 15 2016 VISA EXEMPT FOREIGN NATIONALS
WHO FLY TO OR TRANSIT THROUGH CANADA WILL NEED AN
ELECTRONIC TRAVEL AUTHORIZATION "ETA" EXCEPTIONS INCLUDE
US CITIZENS AND FOREIGN NATIONALS WITH A VALID VISA
PLEASE VISIT CANADAS GOVERNMENT WEBPAGE ON
IMMIGRATION AND CITIZENSHIP
WWW.CIC.GC.CA/ENGLISH/VISIT/VIAS.ASP FOR FULL DETAILS
AS A REMINDER TRAVELERS ARE RESPONSIBLE FOR VERIFYING
REQUIREMENTS AND OBTAINING VISAS "IF APPLICABLE" PRIOR
TO THE DEPARTURE DATE

** Ticket is non-refundable/non-transferable. Changes permitted. Changes/cancellations may result in a penalty. **
17/May/01:40PM

TRAVELER NOTICE – Please check with your carrier(s) for travel documents required (Passport, VISA, etc.) and security requirements regarding permitted and prohibited articles and goods related to your travel.

Estimated trip total 979.33 USD

<table>
<thead>
<tr>
<th>Carrier</th>
<th>Car</th>
<th>Hotel</th>
<th>Rail</th>
<th>Other</th>
</tr>
</thead>
<tbody>
<tr>
<td>Air</td>
<td>761.39 USD</td>
<td>217.94 USD</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Fare details: Ticketed

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Fare information</th>
<th>Refund restrictions before departure</th>
<th>Change restrictions after ticketing</th>
<th>Ticket information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Air</td>
<td>DL1530 03Jun</td>
<td>USD 761.39</td>
<td>REFUND RESTRICTIONS MAY APPLY</td>
<td>CHANGE RESTRICTIONS MAY APPLY</td>
</tr>
<tr>
<td></td>
<td>DL2797 03Jun</td>
<td>USD 761.39</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>DL4196 06Jun</td>
<td>USD 761.39</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>DL771 06Jun</td>
<td>USD 761.39</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

All quotes are provider quotes excluding possible taxes and charges en route. Currency conversions shown in this itinerary receipt are done using the bank rate applicable at the date shown in the header of this document. Please note that some local taxes and charges may be invoiced during your trip and cannot be shown at time of reservation.

Advice to Passengers

Transportation of Hazardous Materials

Federal law forbids the carriage of hazardous material aboard the aircraft, in your luggage, or on your person. A violation can result in 5 years imprisonment and penalties of $250,000 or more (49 U.S.C 5124). Hazardous materials include explosives, compressed gases, flammable liquids and solids, oxidizers, poisons, corrosives and radioactive materials.

Forbidden Dangerous Items Examples:

- Paints, lighter fluid, fireworks, tear gases, oxygen bottles and radiopharmaceuticals. There are special exceptions for small quantities (up to 70 ounces total) of medicinal and toilet articles carried in your luggage and certain smoking materials carried on your person. For further information, contact your airline representative.

- Note: Spare batteries and fuel cells are not permitted in checked or hold baggage. These items MUST be packed in carry-on baggage. If your carry-on bag is gate checked, the spare batteries and fuel cells must be removed and carried in the cabin.

This email was generated at 17/May/06:40 PM UTC

BCD Travel acts only as an agent for the airlines, hotels, bus companies, railroads, tour operators, cruise lines, car rental companies, and other similar third parties providing accommodations, transportation, or other meeting and travel related services (“Suppliers”). Suppliers are independent and do not act for or on behalf of BCD Travel, are not employees of BCD Travel, and do not have a joint venture or partnership with BCD Travel. Suppliers have their own terms and conditions for the services they provide, and you agree to abide by the terms and conditions set forth in any and all documents for any such Supplier services, including, without limitation, all cancellation fees. By utilizing the services represented by this itinerary, you agree to the foregoing and also agree that neither BCD Travel or its parent, affiliates, subsidiaries, partners, agents, and their respective officers, directors, employees, and representatives shall be or become liable for any loss, cost, expense, injury, accident, or damage to person or property resulting directly or indirectly from (i) the acts or omissions of Suppliers, including, but not limited to, delays or cancellation of services, cessation of operations, breakdown in machinery or equipment, or changes in itineraries or schedules; and/or (ii) acts of God, dangers incident to the sea, fires, acts of government or other authorities, wars, acts of terrorism,
civil unrest, strikes, riots, thefts, pilferage, epidemics, quarantines, other diseases, climatic aberrations, or
from any other cause beyond BCD Travel’s control. Please see additional terms and conditions related to this
itinerary at Terms and Conditions.
**June 4, 2017**

**Sunday**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>Travel - Boise, ID to Toronto, Canada</td>
</tr>
<tr>
<td></td>
<td>Please See Above</td>
</tr>
<tr>
<td><strong>11:30 AM - 12:00 PM</strong></td>
<td><strong>Week Ahead Conference Call</strong></td>
</tr>
<tr>
<td></td>
<td>SCHEDULE CHANGE*** the call will now take place at 11:30am.</td>
</tr>
<tr>
<td></td>
<td>is the call in information for the conference call on Sunday afternoon.</td>
</tr>
<tr>
<td></td>
<td>Chris, I have confirmed that you all will have no issue calling in from Canada.</td>
</tr>
<tr>
<td></td>
<td>888-844-9904</td>
</tr>
<tr>
<td></td>
<td>Access Code: (b) (6)</td>
</tr>
<tr>
<td></td>
<td>Thank you.</td>
</tr>
<tr>
<td><strong>3:00 PM - 3:30 PM</strong></td>
<td><strong>Canada Briefing Conference Call</strong></td>
</tr>
<tr>
<td></td>
<td>Please join the advance team for a call regarding the trip to Canada tomorrow.</td>
</tr>
<tr>
<td></td>
<td>Below is the call in information:</td>
</tr>
<tr>
<td></td>
<td>Chris will host the call with code (b) (6).</td>
</tr>
<tr>
<td></td>
<td>888-844-9904</td>
</tr>
<tr>
<td></td>
<td>Access Code: (b) (6)</td>
</tr>
</tbody>
</table>
June 5, 2017
Monday

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>Travel - Boise, ID to Toronto, Canada</td>
</tr>
<tr>
<td>All Day</td>
<td>Senate Only In Session</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
<tr>
<td>5:45 PM - 6:15 PM</td>
<td>Week Ahead Follow Up Conference Call</td>
</tr>
</tbody>
</table>

Below is the call in information for the week ahead conference call tomorrow evening:

888-844-9904

Access Code: *(b) (6)*
**June 6, 2017**

**Tuesday**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>Travel - Boise, ID to Toronto, Canada</td>
</tr>
<tr>
<td></td>
<td>Please See Above</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>House and Senate IN Session</td>
</tr>
<tr>
<td>5:00 PM - 6:00 PM</td>
<td>Cabinet Affairs Outlook Report Due</td>
</tr>
<tr>
<td>5:00 PM - 5:15 PM</td>
<td>arrive DCA</td>
</tr>
</tbody>
</table>
June 7, 2017
Wednesday

All Day
House and Senate IN Session
Please See Above

9:00 AM - 10:00 AM
Scheduling Meeting -- 221-A

9:00 AM - 9:30 AM
Calendar Review mtg. -- 208-A

10:30 AM - 11:00 AM
Conference Call re: Savannah Trilateral -- call in # 888-844-9904 - participant code: CY – host code: (b) (6)

---

> On Jun 6, 2017, at 10:21, Brynn Grant@aeda.org wrote:
> 
> Can we schedule a call for 10:30am or 2pm tomorrow, 6/7?
> 
> Thinking we would charge each guest for lunch. Max $35
> 
> Plan to have draft electronic invite and invite list for lunch program by the end of today.
> 
> -----Original Message-----
> From: Young, Chris - OSEC, Washington, DC [mailto:Chris.Young@osec.usda.gov]
> Sent: Tuesday, June 06, 2017 10:12 AM
> To: Brynn Grant
> Cc: Placek, Robert - OSEC, Washington, DC
> Subject: Re: QUICK QUESTION: Savannah AM June 21
> 
> Awesome, I look forward to catching up with you when I get back to DC tomorrow. But let me take just a second to answer your questions. I am copying Rob on this email, simply because he will likely be the first to talk to you in the morning.
> 
> Yes, let's go back to the original schedule. What you have outlined below is perfect.
> 
> Are you OK with us making the dress code a business casual one? If the trio is going to be out on the ports facility, with the sun and the humidity, I think it's better to steer away from coat and tie. So in the invitation we can put strictly business casual.
> 
> And yes, I think we should get the invitation out tomorrow or Thursday, which will be two weeks ahead of time. Rob can work with you on it first thing in the morning. And if we need to have our graphics design folks put something together, we can. In fact, I will send them a message right after I finish this one.
> 
> As for meal cost, I think that's pretty good. I am not sure where the conversation was the last left. How are we paying for this? Are we asking registrants to pay the cost of the meal themselves? I figured that's what it might be, when they register. But I didn't want to assume. And I certainly didn't want to assume the WTC Savannah would cover the whole cost.
Rob, remind me tomorrow to get a letter to Brynn officially asking her to moderate the session.

I will definitely help write the questions and provide the run of show. We might tighten up that time a little bit, so we can get on the road by 130. That is to say, allow the moderated discussion to take place while lunch is being eaten.

Sent from my iPhone

---Original Message---
From: Brynn Grant
Sent: Monday, June 05, 2017 10:45 PM
To: Young, Chris - OSEC, Washington, DC
Subject: Re: Savannah AM June 21

So we stick with the original plan but you guys start earlier with breakfast?

Confirm or correct these times --

7:30-8:15  Breakfast
8:30-10  Meeting
10:15  Depart for Port
10:30-11:15  Tour of Port
11:30  Press event on terminal  (Handled by Michawn and GPA team)
12:30  WTCSav Lunch at Chatham Club
1-1:30  WTCSav moderated panel
1:30-1:45  Q&A
2  Depart for farm tour

We will provide invitation list for the lunch this week. At the end of last week’s call, Rob said to keep the visit/events confidential for now except with those involved in
planning. But think we should try to get invitations out before the end of this week, if at all possible. I will follow up tomorrow to schedule another call.

>>
>> I talked to Trip about my moderating the panel and he is supportive but thinks it may require official request from the Secretary to ease others' possible resistance.
>>
>> Regardless of who moderates, can we expect you would provide guidance on the run of show and meaningful but appropriate questions?
>>
>> Hope all is going well in Canada! Zenita says hello Larry!
>>
>> BG
>>
>>
>> Sent from my iPhone
>>
>>> On Jun 5, 2017, at 9:34 AM, Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov> wrote:
>>>
>>> All,
>>>
>>> For our collective consideration...
>>>
>>> The Secretary wants to extend the breakfast with the two other ministers and morph it into a working session. Not a true negotiation but a business session nevertheless.
>>> So I’m thinking 0730 to 0815 breakfast. Transfer to a room with a large round table for the working netting. Go to 10. Depart for the rest of agenda.
>>> Brynn, I think this means we will need to combine with the WTC event and lunch into one longer program after the port tour.
>>> C.
>>>
some unique logistical challenges, but we will do the best we can under the circumstances.

Thanks, all.
Chris

1:30 PM - 2:00 PM

mtg. w/ Dr. Clovis re: performance plans -- 208-A

All:

As an SES, you are required to have a performance plan by which you will be evaluated at the end of this fiscal year. Mr. Alberto Vega has sent you a number of relevant documents that require your attention.

Critically, these documents must be reviewed, finalized, and executed by COB next Thursday, 8 June. We are required to have physically signed, actual copies.

(Heidi, you have to do this for me, as well.)

Julie is copied on here. She will be coordinating a time for us to meet – briefly – next week to accomplish this, either on Wednesday or Thursday. Ray, I realize you may have some unique logistical challenges, but we will do the best we can under the circumstances.

Thanks, all.
Chris

2:00 PM - 2:30 PM

mtg. w/ Bo Ryles -- 208A

From: Young, Chris - OSEC, Washington, DC
Sent: Monday, May 15, 2017 7:20 PM
To: Ryles, Bo <boryles@fourhcouncil.edu>
Cc: Michael Beatty <b>; Gordon, Julie - OSEC
<Julie.Gordon@osec.usda.gov>
Subject: RE: A Dodge County 4-H'er

Hi Bo. Good to hear from you. I well remember you from my days working for Senator... then Governor (and now Secretary!) Perdue. Always good to connect with another South Georgian.

The best bet is June 7. I’ve asked my assistant, Ms. Julie Gordon, to schedule us some time.

Take care,
Chris

---

From: Ryles, Bo [mailto:boryles@fourhcouncil.edu]
Sent: Monday, May 15, 2017 11:26 AM
To: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>
Cc: Michael Beatty <b>
Subject: A Dodge County 4-H'er

Chris,
I hope your week is off to a great start. I appreciate our our mutual friend (Mike Beatty) connecting us. I am part of the team with 4-H. If I count my years as a member, I am now on year 51 in 4-H. I grew up not too far from Ben Hill over in Dodge County. I was a county agent in McDuffie and Clarke Counties before serving as Director of Georgia 4-H for 17 years. I maintain my faculty role at UGA and serve on the team at National 4-H Council.

I enjoyed working closely with State Senator Sonny Perdue as he was our 4-H host in the General Assembly. Governor Perdue was incredibly supportive of Georgia 4-H. He met with us often. I treasure our friendship. I know he will serve the nation well and bring incredible clarity to the work of USDA.

When Mike told me you and Heidi were part the central leadership team, my confidence in the Department only went up. I know the two of you will support the Secretary with a wealth of practical experience.

My work often brings me to D.C. I will be in town June 6-9. I would welcome the opportunity to spend 20 minutes with you to get better acquainted and discuss ideas. Let me know a time that works and I will plan accordingly.

Thank you,

[Signature]

Bo Ryles, Ed.D.
Senior Director, Strategic Partnerships
National 4-H Council
7100 Connecticut Avenue, Chevy Chase, MD 20815
M: (6) | www.4-H.org

4-H GROWS HERE

[Contact information and logos]
30 minutes and we may need a few weekly upfront but biweekly should be good. Thanks.

From: Young, Chris - OSEC, Washington, DC
Sent: Thursday, April 13, 2017 2:29 PM
To: Carr, Rhonda - DM <Rhonda.Carr@dm.usda.gov>; Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>
Cc: Moore, Patty - DM <Patty.Moore@dm.usda.gov>; Meighan, Terri - DM <Terri.Meighan@dm.usda.gov>

Julie, I asked Rhonda to add this.

Rhonda, do you think a 30-minute block weekly or biweekly is sufficient?

From: Carr, Rhonda - DM
Sent: Thursday, April 13, 2017 2:02 PM
To: Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>
Cc: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>; Moore, Patty - DM <Patty.Moore@dm.usda.gov>; Meighan, Terri - DM <Terri.Meighan@dm.usda.gov>

Hi Julie,

Just want to put on your radar....to schedule a standing meeting with Chris, Patty, Terri, and I to discuss Executive Resources issues. Tentatively starting in May.....Many thanks.

Rhonda C. Carr
Deputy Director, Executive Resources Management Division
Office of Human Resources Management I Departmental Management I U.S. Department of Agriculture
1400 Independence Avenue, SW I JLW Building I Room 309W
Washington, D.C. 20250
202/720-3967-Direct I 202/720-3967-Cell
rhonda.carr@dm.usda.gov

mtg. w/ Josh/others -- S-310-J - USDA Operations Center
S-310-J, USDA Operations Center.

Yes, classified. Thanks!
Still waiting on program manager to confirm but let’s go ahead and book.

It is in the building for this 1-hour brief. The off-site will come later.

From: Bornstein, Josh - DM  
Sent: Monday, May 8, 2017 1:19 PM  
To: Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>  
Cc: Green, Heidi - OSEC, Washington, DC <Heidi.Green@osec.usda.gov>; Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>  
Subject: No Go for Friday

Julie,

Hi again. Unfortunately, this Friday will not work for off-site visit Heidi and I had discussed this morning due to events at the location. We will reschedule shortly.

I would like to set up a one-hour brief here for the two of them on a related, classified matter. Can you please let me know some times that work the week of 5/22 and 5/29, and I will work with program contacts?

Thank you,
Josh

Josh Bornstein  
(A) Director  
Office of Homeland Security and Emergency Coordination  
United States Department of Agriculture  
Main: 202.720.2582  
Direct: (b)(6)

5:30 PM - 6:00 PM  
mtg. w/ Heidi re: performance plans -- 208-A

Good Morning Mr. Young,

I hope you are doing well.

Today I will be advising you on the process for establishing Ms. Green’s FY 2017 performance plan. The appraisal period will be 4/25/17-9/30/17. I took the liberty to add this information on the attached template. Ms. Green’s plan should’ve been issued within 30 days of his appointment date of 4/25/17. As a newly appointed SES employee,
Ms. Green should review the PowerPoint presentation, USDA’s “SES Perf Management Training” within 7 days of the receipt of this email. Upon completion, you should a) discuss developing the performance plan for FY 2017 with Ms. Green, b) ensure that you and Ms. Green sign and date the performance plan in Part I. Consultation, and c) provide the original plan to me by **6/20/17** and a copy to Ms. Green.

The attachments include the Guidance for Establishing the 2017 performance plans, the 2017 SES performance plan template, SES Performance Management Training, Guidelines for Digital Signatures and the Guidelines to write measurable results on the Results Driven Element.

Should you have any questions, please do not hesitate to contact me.

Respectfully,

**Alberto Vega**

Executive Resources Operations  
Performance Management  
Departmental Management/USDA  
Room 4007 South Building  
Washington, DC 20250  
Mail Stop # 9621  
Phone 202-720-8335  
Fax 202-720-9148  
Customer Service Survey

All:

As an SES, you are required to have a performance plan by which you will be evaluated at the end of this fiscal year. Mr. Alberto Vega has sent you a number of relevant documents that require your attention.

Critically, these documents must be reviewed, finalized, and executed by COB next Thursday, 8 June. We are required to have physically signed, actual copies.

(Heidi, you have to do this for me, as well.)

Julie is copied on here. She will be coordinating a time for us to meet – briefly – next week to accomplish this, either on Wednesday or Thursday. Ray, I realize you may have some unique logistical challenges, but we will do the best we can under the circumstances.

Thanks, all.  
Chris
June 8, 2017
Thursday

All Day
House and Senate IN Session
Please See Above

12:00 AM - 12:00 AM
Travel - MS

Traveler
Passenger Name: e
Ticket Number: Reservation Number: Ticket Issue Date:
YOUNG, LARRY C 0068607956457 T5X09Q June 05, 2017
Remarks: A0RFNI

Agency Details
Agency Information: Agency Phone: Agency IATA Number:
BCD GTS USDA
10301 Deerwood Park Blvd
Jacksonville, FL 32256
USA
800-877-6120 10511196

Flight - Delta Air Lines (DL) - 2198 June 09, 2017
Confirmation Number:
G6MTDI
Status:
Confirmed
Fare Basis:
TDGDCA
Depart:
Jackson Medgar W Evers Intl Arpt (JAN)
Jackson
Terminal Not Available
5:10 PM
Arrive:
Hartsfield Jackson Intl Arpt (ATL)
Atlanta
Terminal S
7:32 PM
Class Of Service:
Economy
Carry-On:
1 Piece Plan
Bag 1 - NO FEE PERSONAL ITEM
Bag 1 - 25.00 USD UPTO50LB/23KG AND UPTO62LI/158LCM
Bag 2 - 35.00 USD UPTO50LB/23KG AND UPTO62LI/158LCM

Flight - Delta Air Lines (DL) - 374 June 09, 2017
Confirmation Number:
G6MTDI
Status:
Confirmed
Fare Basis:
TDGDCA
Depart:
Hartsfield Jackson Intl Arpt (ATL)
Atlanta
Terminal S
8:30 PM
Arrive:
Ronald Reagan National Arpt (DCA)
Washington
Terminal B
10:17 PM
Class Of Service:
Economy
Carry-On:
1 Piece Plan
Bag 1 - NO FEE PERSONAL ITEM
June 8, 2017 Continued
Thursday

Fare Information

Form Of Payment:
VIXXXXXXXXXX3392

Fare: USD 163.72

Taxes and Carrier-imposed fees:
USD 12.28 US
USD 22.80 XT

Total: USD 198.80

Fare Calculation:
FC 9JUN JAN DL X/ATL DL WAS 163.72USD163.72END ZPJANATL XT 8.20ZP 5.60AY 9.00XFJAN4.5ATL4.5

Notes
Baggage discounts may apply based on frequent flyer status/online checkin/form of payment/military/etc.

IMPORTANT INFORMATION FOR TRAVELERS WITH ELECTRONIC TICKETS - PLEASE READ:
Carriage and other services provided by the carrier are subject to conditions of carriage, which are hereby incorporated by reference. These conditions may be obtained from the issuing carrier. Passengers on a journey involving an ultimate destination or a stop in a country other than the country of departure are advised that international treaties known as the Montreal Convention, or its predecessor, the Warsaw Convention, including its amendments (the Warsaw Convention System), may apply to the entire journey, including any portion thereof within a country. For such passengers, the applicable treaty, including special contracts of carriage embodied in any applicable tariffs, governs and may limit the liability of the carrier. The carriage of certain hazardous materials, like aerosols, fireworks, and flammable liquids, aboard the aircraft is forbidden. If you do not understand these restrictions, further information may be obtained from your airline.
Good Morning Mr. Young,

I hope you are doing well.

Today I will be advising you on the process for establishing Mr. Murtaugh’s FY 2017 performance plan. The appraisal period will be 5/14/17 - 9/30/17. I took the liberty to add this information on the attached template. Mr. Murtaugh’s plan should be issued within 30 days of his appointment date of 5/14/17. As a newly appointed SES employee, Mr. Murtaugh’s should review the PowerPoint presentation, USDA’s “SES Perf Management Training” within 7 days of the receipt of this email. Upon completion, you should a) discuss developing the performance plan for FY 2017 with Mr. Murtaugh, b) ensure that you and Mr. Murtaugh sign and date the performance plan in Part I. Consultation, and c) provide the original plan to me by 6/20/17 and a copy to Mr. Murtaugh.

The attachments include the Guidance for Establishing the 2017 performance plans, the 2017 SES performance plan template, SES Performance Management Training, Guidelines for Digital Signatures and the Guidelines to write measurable results on the Results Driven Element.

Should you have any questions, please do not hesitate to contact me.

Respectfully,

Alberto Vega
Executive Resources Operations
Performance Management
Departmental Management/USDA
Room 4007 South Building
Washington, DC 20250
Mail Stop # 9621
Phone 202-720-8335
Fax 202-720-9148
Customer Service Survey
11:00 AM - 12:00 PM

mtg. re: Employee Recognition -- 208-A
> On May 20, 2017, at 1:41 AM, Williams, Duane - DM <Duane.Williams1@dm.usda.gov>
wrote:
>
> Good morning Chris!
>
> This is a great idea. We have a similar project under way now for USDA Peace Corp volunteers and a veterans recognition program for RD employees in which we display pictures of veterans who work in RD. We can expand that program and refine it to fit the Secretary's vision. I look forward to the initial meeting of the planning group.
>
> Duane
>
> Director of Operations
> U.S. Department of Agriculture
>
>> On May 19, 2017, at 4:20 PM, Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>
wrote:
>>
>> All,
>>
>> Please look at the photos attached to this email. The Secretary noticed this particular wall at Ellsworth Air Force Base. The commanding officer noted that they rotate photos of employees and volunteers of the month or the year. It becomes a point of unit and personal pride for the persons displayed here.
>>
>> He would like us to work together as a team to determine how we may do something similarly at USDA. Both the physical display and the actual determination of persons to fit categories for recognition.
>>
>> Per the Secretary, I would like to convene a working committee of relevant folks to begin the process of thinking through what this would look like, where it would go, what realities and challenges we may have, and how we put it together. Of course I don't want to reinvent the wheel. There may be programs like this already out there that we can just amplify. Or we may just need some fresh new categories. Or we may just need a single display place.
>>
>> I will ask Julie to schedule a meeting for us as principles in the next couple of weeks. Certainly after initial meeting if we need to assign proxies in our offices, we can do that.
>>
>> Thank you for your attention to the matter.

1:00 PM - 2:00 PM

USDA Agricultural Outlook Forum (AOF) 2018 Preview - Thursday, June 8, 2017 -- Room 108A Whitten Building, 1:00 p.m. – 2:00 p.m. (EST)

Hello Everyone,

My apologies for any confusion and for the system canceling Thursday’s meeting in my effort to send an invite to additional persons. **THE MEETING IS ON.**
Thursday, June 8, 2017 is the start of several Steering Committee Meetings (two to three) for discussing the 2018 Agricultural Outlook Forum (AOF). This also begins the process where we have one meeting each week from now through December for 2018 AOF Planning Meetings.

Chief Economist, Robert Johansson will be on hand to officially kick us off and lay the foundation for the weeks ahead.

Your feedback, thoughts, ideas and wealth of resources are needed for preparing AOF 2018.

NOTE: Please indicate if there are any changes in representation from your agency regarding who will attend the weekly planning meetings.

MEETING DETAILS
SUBJECT: USDA Agricultural Outlook Forum (AOF) 2018 Preview
MEETING DATE: Thursday, June 8, 2017
LOCATION & TIME: Room 108A Whitten Building, 1:00 p.m. – 2:00 p.m. (EST)

Regards,

Susan Carter
Chief Communications Officer
Agricultural Outlook Forum (AOF) Coordinator
Office of the Chief Economist (OCE) | United States Department of Agriculture (USDA)
1400 Independence Ave., SW Rm 4426B | Washington, DC 20250-1360
South Building, Mail Stop 3812
Office: 202-720-5447 | Cell: (b) (6)
s Carter@oce.usda.gov | www.usda.gov/oe/
Hi Julie

I am glad to provide some background on this situation if needed -- just let me know

Sent from my iPhone

Begin forwarded message:

**Subject: Request for Further Review and Final Agency Action**

Good evening Mr. Beyerhelm,

I look forward to any requests for further discussion.

Have a good evening.
June 8, 2017 Continued
Thursday

3:30 PM - 4:30 PM
depart apron w/ FFAS Driver for DCA (FBO Signature Aviation) -- 1 General Aviation Terminal, Hangar 7, WDC 20001 - phone #

(b) (6)

(b) (6)

Julie,

I realized you were not included on this. Chris has asked for a car for Thursday evening to FBO Signature Aviation at Reagan airport to arrive there no later than 4:30pm. Thank you!

Lauren

From: Young, Chris - OSEC, Washington, DC
Sent: Tuesday, June 06, 2017 1:39 PM
To: Julie - OSEC, Washington, DC; Sullivan, Lauren - OSEC, Washington, DC; Bridgforth, Turner - OSEC, Washington, DC
Subject: RE: Departing Reagan on Thursday

Thanks, Lauren. I will meet the Secretary at the FBO... which is Signature?

Could you please have a call-time for everyone else at the FBO at 1630, please? They need to be there and ready in case the boss arrives earlier.

Julie, based on what Lauren says about the FBO, could you please arrange a car for me on Thursday to Reagan, the general aviation FBO, not the commercial part of the airport, to arrive no later than 1630.

Nick, have you determined the dress code? For folks carrying suits, a soft-sided bag, unless it were a garment bag, may be difficult... unless they wear the same suit two days in a row.

From: OSEC, Washington, DC
That's awesome.

1700 would be plenty of time if he leaves by 1630.

Assistant Special Agent-in-Charge
U.S Department of Agriculture
Executive Protection Operations

On Jun 6, 2017, at 12:32, Sullivan, Lauren - OSEC, Washington, DC <Lauren.Sullivan@osec.usda.gov> wrote:

It is looking extremely likely that our waiver will be accepted to depart Reagan on Thursday evening. The Secretary will be at the White House with POTUS until 4:30pm. The pilots will need to secure a time slot for departure from Reagan. Do you all think it is safe to say he will be there by 5PM to depart at 5:15? Also, please be advised they have asked for everyone to travel with soft carryon bags that they may fit in the plane. It will be tight with the passengers on board. I will let you know as soon as I get the approval email. Chris, do we still want to suggest Senator Cochran’s stop occur after they drop the Secretary for timing purposes?

On board will be:
Secretary Perdue, Chris Young, and U.S. Senator Thad Cochran
Kay Cochran (wife of U.S. Senator Thad Cochran)
U.S. Senator Roger Wicker
Daniel Ulmer, Staff, Office of U. S. Senator Thad Cochran

Lauren Sullivan
Director of Scheduling
Office of the Secretary

United States Department of Agriculture
Office: 202-720-1493
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>House and Senate IN Session</td>
</tr>
<tr>
<td>Please See Above</td>
<td></td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>Travel - MS</td>
</tr>
<tr>
<td>Please See Above</td>
<td></td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
</tbody>
</table>

June 9, 2017
Friday
June 10, 2017
Saturday

All Day
House and Senate IN Session

Please See Above
| All Day | House and Senate IN Session | Please See Above |
June 12, 2017

Monday

All Day
House and Senate IN Session
Please See Above

9:00 AM - 9:30 AM
Calendar Review mtg. -- 208-A

10:30 AM - 11:00 AM
Weekly mtg. w/ Duane Williams -- 208-A

11:15 AM - 11:30 AM
depart apron w/ Driver -- Mt. Vernon

12:00 PM - 3:00 PM
Visit to Mount Vernon with Chris Young -- Lunch at the Inn at noon then tour

Hi Chris and Julie,

For your visit to Mount Vernon on June 12, please enter the Mount Vernon estate via the Hearst Gate (marked G1 on the attached map), which is accessible from the east public parking lot that adjoins the Mount Vernon Circle. At the call box, press the call button to announce yourself to the Security Department. Proceed through the Hearst Gate (turning right) on to the Ann Pamela Cunningham administration building (#3 on the map) for visitor parking.

Please do not hesitate to contact me if you have any trouble or questions - I can be reached at 703.799.6813.

All best,
Jessa

Jessa Harding
Manager of Events, Research, and Stewardship Programs

George Washington’s Mount Vernon
P.O. Box 110, Mount Vernon, Virginia 22121
O: 703.799.6813 C: (b) (6)
mountvernon.org | @mountvernon

Chris, perfect. 12 - 3 should cover us at the estate.

I'll make a reservation for us at the Inn for lunch.

Jessa Harding, copied, will send you details about how to get to our office, where to park, etc.

Looking forward to it, Chris!

Best,
Joe Bondi

Joe Bondi
Senior Vice President for Development

George Washington’s Mount Vernon
P.O. Box 110, Mount Vernon, Virginia 22121
O: 703.799.8649 | C: (b) (6) mountvernon.org | @mountvernon

-----Original Message-----
From: Young, Chris - OSEC, Washington, DC [mailto:Chris.Young@osec.usda.gov]
Sent: Tuesday, May 30, 2017 3:49 PM
To: Bondi, Joe @mountvernon.org>
Cc: Flintoft, Joan @mountvernon.org>; Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>
Subject: Re: Introductions

12th lunch with follow on meeting and tour is perfect. Do you suggest 12-3pm?

Julie, can you add a visit to Mount Vernon on the 12th for these times to my calendar, please? Invite Rob Placek. Could we reserve transport?

Sent from my iPhone

> On May 30, 2017, at 15:38, Bondi, Joe @mountvernon.org> wrote:
> We may need a bi-lateral just to get this date!
> Let me offer a couple of options:
> I can’t do the morning of the 12th, but we could start with lunch and then tour around in the afternoon.
> Others:
> May 6th I could do lunch and afternoon tour May 7th I could do morning tour and early-ish lunch May 9th I could rearrange my day to be available in either order May 16th I could do lunch and afternoon tour
> Anything stick?
> Thanks
> JB
> >
> Joe Bondi  
> Senior Vice President for Development  
>  
> George Washington’s Mount Vernon  
> P.O. Box 110, Mount Vernon, Virginia 22121  
> O: 703.799.8649 | C: (b) (6)  
> mountvernon.org | @mountvernon  
> 
> ----Original Message-----  
> From: Young, Chris - OSEC, Washington, DC  
> [mailto:Chris.Young@osec.usda.gov]  
> Sent: Tuesday, May 30, 2017 3:32 PM  
> To: Bondi, Joe [b] (6) [mountvernon.org]  
> Cc: Flintoft, Joan [b] (6) [mountvernon.org]  
> Subject: RE: Introductions  
> 
> This is like buying a house: offer/counteroffer. I’m actually in Atlanta on the 14th-15th ahead of a trilateral ag summit.  
> 
> How about the 12th? Could easily do morning and stay for lunch. That would be divine!  
> 
> Chris  
> 
> ----Original Message-----  
> From: Bondi, Joe [b] (6) [mountvernon.org]  
> Sent: Tuesday, May 30, 2017 3:23 PM  
> To: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>  
> Cc: Flintoft, Joan [b] (6) [mountvernon.org]  
> Subject: RE: Introductions  
> 
> Chris, I look forward to it and to meeting Rob.  
> 
> I am on a flight to Cleveland on the 13th, but might I counter with the 15th in the AM? If you can stay as late as lunch, we’d be happy to host you at the Mount Vernon Inn.  
> 
> Best,  
> JB  
> 
> Joe Bondi  
> Senior Vice President for Development  
> 
> George Washington’s Mount Vernon  
> P.O. Box 110, Mount Vernon, Virginia 22121  
> O: 703.799.8649 | C: (b) (6)  
> mountvernon.org | @mountvernon  
> 
> 155
> 
> -----Original Message-----
> From: Young, Chris - OSEC, Washington, DC
> [mailto:Chris.Young@osec.usda.gov]
> Sent: Tuesday, May 30, 2017 2:24 PM
> To: Bondi, Joe [b] (6) @mountvernon.org
> Cc: Flintoft, Joan [b] (6) @mountvernon.org
> Subject: RE: Introductions
> 
> Dear Joe,
> 
> Thank you for the invite! It would be beyond useful, thank you. Visiting as a tourist is one thing. Visiting with an eye toward events, etc., is something completely different.
> 
> Would it be alright if I brought Rob Placek? He is my chief events and advance person, and ultimately he will be my internal partner on whatever we choose to do... hopefully many times over!
> 
> Looking at my near-term calendar, what about 10 AM on Tuesday, June 13?
> 
> Chris
> 
> -----Original Message-----
> From: Bondi, Joe [b] (6) @mountvernon.org]
> Sent: Tuesday, May 30, 2017 12:03 PM
> To: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>;
> Melissa Stires < >
> Cc: Flintoft, Joan [b] (6) @mountvernon.org
> Subject: RE: Introductions
> 
> Moving Melissa to BCC out of respect for her inbox.
> 
> Chris, this is exciting. We, too, are thinking along these lines.
> 
> I wonder if it would be useful for you to come down to MV for an hour or two. I'd like to show you some things behind the scenes (like our current barn and plans for a new barn) as well as the Pioneer Farm if you didn't get a chance to see that on this visit.
> 
> Maybe the visit could spark an idea. At the very least, you, me and Joan could do some brainstorming.
> 
> If that sounds appealing and you think you could escape for a morning or afternoon, let's start to look at dates.
> 
> Best,
> JB
June 12, 2017 Continued

Monday

> 
> Joe Bondi
> Senior Vice President for Development
> 
> George Washington’s Mount Vernon
> P.O. Box 110, Mount Vernon, Virginia 22121
> O: 703.799.8649 | C: (6) 703.799.8649
> mountvernon.org | @mountvernon
> 
> ----Original Message-----
> From: Young, Chris - OSEC, Washington, DC
> [mailto:Chris.Young@osec.usda.gov]
> Sent: Tuesday, May 30, 2017 11:56 AM
> To: Bondi, Joe @mountvernon.org>; Melissa Stires
> Cc: Flintoft, Joan @mountvernon.org>
> Subject: RE: Introductions
> 
> No worries, Joe.
> 
> So great to meet you electronically. I echo your sentiment: any friend of Melissa's....
> but whatever she says, I promise I have an alibi!
> 
> This past weekend,  
> 
> While there, though, I had a brainstorm, which is extremely dangerous. In fact, your
> email touched on my brainstorm. You noted that Mount Vernon is a working farm that
> practices the techniques common in the day and age of George Washington... and that is
> something that speaks to the Secretary and to our work.
> 
> There ought to be something we could do together. I'm wide open as to the "what."
> Perhaps something around fall harvest time. Perhaps a farm-to-table dinner event with
> foreign agricultural attachés. Perhaps something brilliant that you all have thought of in
> the past but needed a Cabinet partner. This is a blank slate.
> 
> Joan, a pleasure to meet you, too. My background is protocol and events. I served as
> Chief of Protocol of the State of Georgia for seven years, led, the Protocol School of
> Washington, and was, for many years, the elected president of Protocol & Diplomacy
> International. So I truly look forward to working with you.
> 
> All the best,
> Chris
> 
> ----Original Message-----
> From: Bondi, Joe @mountvernon.org]
> Sent: Monday, May 29, 2017 10:08 PM
> To: Melissa Stires, Chris Young - OSEC, Washington, DC <Chris.Young@osec.usda.gov>
> Cc: Flintoft, Joan @mountvern.org
> Subject: RE: Introductions

> Ack, sorry for the misspelling. Secretary Perdue.
> 
> JB
> 
> Joe Bondi
> Senior Vice President for Development

> George Washington's Mount Vernon
> P.O. Box 110, Mount Vernon, Virginia 22121
> O: 703.799.8649 | C: (b) (6)
> mountvernon.org | @mountvernon
> 
> -----Original Message-----
> From: Bondi, Joe
> Sent: Monday, May 29, 2017 10:06 PM
> To: Melissa Stires, Chris Young@osec.usda.gov
> Cc: Flintoft, Joan @mountvern.org
> Subject: RE: Introductions

> Melissa, thank you for the link up and a very happy Memorial Day!

> Chris, it's nice to meet you here. We are aware that Secretary Purdue visited Mount Vernon earlier this year and we are delighted you'd like to come back for an event. As you know, Mount Vernon is a working farm, practicing the techniques studied and perfected by George Washington, some of which are as relevant today as they were then!

> I've copied Joan Flintoft who runs our office of Events & Protocol. She can assist with anything you might be interested in doing here.

> I hope to meet you in person, Chris! Any friend of Melissa's is a good person indeed.

> Best,
> Joe Bondi

---

Joe Bondi
Senior Vice President for Development

George Washington’s Mount Vernon
P.O. Box 110, Mount Vernon, Virginia 22121
---Original Message-----
From: Melissa Stires <b>(b) (6)<br>
Sent: Monday, May 29, 2017 11:41 AM
To: Bondi, Joe <b>(b) (6)<br>
Cc: chris.young@osec.usda.gov
Subject: Introductions

Dear Joe,

I'd like to introduce you to my dear friend, Deputy Chief of Staff to Secretary Perdue. Chris was sharing photos of Mt. Vernon and I asked if he met you. He said he hadn't but would like to as he is interested in hosting an event there.

I know you do not manage the events but I was hoping you could guide him to the right people and make sure they have the VIP treatment.

Chris, Joe and I worked together for a decade at GW before taking this great career move to Mt. Vernon.

I actually think you two will hit it off considering both of your affinity for flashy socks!

Warmly,

Melissa

2:45 PM - 3:00 PM  
return to USDA w/  
(b) (6), (b) (7)(C)

4:30 PM - 4:45 PM  
mtg. re: OAO -- 208-A

4:45 PM - 5:00 PM  
mtg. w/  
(b) (6)
June 13, 2017
Tuesday

All Day
House and Senate IN Session
Please See Above

9:00 AM - 10:00 AM
Scheduling Meeting -- 221-A

10:00 AM - 11:00 AM
Trilateral Production Meeting -- 221-A

11:00 AM - 12:00 PM
PRC Travel mtg. -- 221-A

(b) (5) Deliberative

Dear All:

Hope you had a restful weekend.

We are almost inside of two weeks of the Secretary’s visit to the PRC. I know this is a fluid trip for lots of different reasons (especially given last week’s successful negotiations), but I am a little concerned that I have not seen even a notional trip schedule to allow us to do more than block dates.

I would like to have an 11.00 am meeting tomorrow, Tuesday the 13th, to go through the proposed program, give feedback, etc.

I would like to have an 11.00 am meeting tomorrow, Tuesday the 13th, to go through the proposed program, give feedback, etc.

Julie, I am not sure who all from FAS needs to be on this meeting, but let’s start with those in the “To” line and take guidance from them as to who else. Please schedule this meeting for 221A.

Cheers, all.
Chris

L. Christopher Young
Deputy Chief of Staff
United States Department of Agriculture
Office: 202.720.3631
Hello Julie,

I work with Terri Meighan and was following up on a meeting that FSIS would like to have with Mr. Young. Please let me know if any additional is needed.

Thanks,

Tonique Coley

Acting, Branch Chief, SES Branch
Office of Human Resources Management
United States Department of Agriculture
Room: 305W
Office: 202-720-0027
Fax: 202-720-2744

Customer Service Survey

---

Chris, 

Copy. Including Keith McElfresh and Greg Linden as well on my team.
Please advise if you have other instructions.

Thanks
Josh

Josh Bornstein
(A) Director
Office of Homeland Security and Emergency Coordination
United States Department of Agriculture
Main: 202.720.2582
Direct:

From: Young, Chris - OSEC, Washington, DC
Sent: Thursday, June 8, 2017 12:21 PM
To: Bornstein, Josh - DM <Josh.Bornstein@dm.usda.gov>; Maguire, Karen - DM <Karen.Maguire@dm.usda.gov>

Subject: China briefing
Importance: High

Dear Josh:

As you know, the Secretary is likely to travel to the PRC at the end of the month.

In addition to the Secretary, the following members of OSEC will likely travel:

Chris Young
Tim Murtaugh
Rob Placek
Nick Westcott
Taylor Crowe

All are required to be briefed in person from your team how and on what you deem appropriate.
Thank you,
Chris

L. Christopher Young  
Deputy Chief of Staff  
United States Department of Agriculture  
Office: 202.720.3631

4:00 PM - 4:30 PM  
Rural Prosperity Taskforce Walk-Through -- Whitten Patio
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>House and Senate IN Session</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>GA - Travel</td>
</tr>
</tbody>
</table>
TRAVELER NOTICE - Many airlines charge fees for baggage and other services. Amounts vary by airline and are subject to change. Travelers are responsible for verifying all fees charged by individual carriers. Please visit the operating carrier website of your ticketed itinerary for applicable fees.

To view your trip via Viewtrip, please click here.

Ticket Receipt
Total Amount: 654.40 USD
This ticket information applies to the following trip(s):
Delta Air Lines Flight 2338 from Washington DC to Atlanta GA on June 14
Delta Air Lines Flight 2041 from Atlanta GA to Savannah GA on June 16

Electronic Ticket Number: 0066607568111
Invoice Number: EZ0170270
Ticket Amount: 654.40 USD
Form of Payment: VI**********3392

Travel Summary – Agency Record Locator P6RH31
Traveler
YOUNG / LARRY C
Reference number by traveler: 0DRNSY

<table>
<thead>
<tr>
<th>Date</th>
<th>From/To</th>
<th>Flight/Vendor</th>
<th>Status</th>
<th>Depart/Arrive</th>
<th>Class/Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>06/14/2017</td>
<td>DCA-ATL</td>
<td>DL_2338</td>
<td>Confirmed</td>
<td>01:34 PM/03:34 PM</td>
<td>Economy / Y</td>
</tr>
<tr>
<td>06/14/2017</td>
<td>ATL</td>
<td>(B) (6)</td>
<td>Confirmed</td>
<td>09/14-00/16</td>
<td></td>
</tr>
<tr>
<td>06/16/2017</td>
<td>ATL-SAV</td>
<td>DL_2041</td>
<td>Confirmed</td>
<td>09/16 AM/10:45 AM</td>
<td>Economy / Y</td>
</tr>
<tr>
<td>06/16/2017</td>
<td>SAV</td>
<td>(B) (6)</td>
<td>Confirmed</td>
<td>09/16-06/21</td>
<td></td>
</tr>
</tbody>
</table>

AIR - Wednesday, June 14 2017 - Agency Record Locator P6RH31
Delta Air Lines Flight DL2338 Economy

Depart: Ronald Reagan National, Terminal B
        Washington, District of Columbia, United States
        01:34 PM Wednesday, June 14 2017

Arrive: Hartsfield-Jackson ATL, S - Terminal South
        Atlanta, Georgia, United States
        03:34 PM Wednesday, June 14 2017

Duration: 2 hour(s) and 0 minute(s) Non-stop
Status: Confirmed - Delta Air Lines Record Locator HZ5WXH
Equipment: Airbus Industrie A321
Seat: 19B (Non smoking) Confirmed
FF Number: XXXX007357 - YOUNG/LARRY C
Distance: 540 miles / 878.514 kilometers
CO2 Emissions: 240.24 lbs/109.2 kgs
Remarks: NO AISLE OR WINDOW SEATS AVAILABLE. A CENTER SEAT HAS BEEN ASSIGNED. FOR UP TO DATE TRAVEL INFORMATION ON AIRLINE CHECK-IN/RESTRICTIONS/LIMITATIONS/SECURITY, PLEASE CHECK WWW.DELTA.COM

HOTEL - Wednesday, June 14 2017
### Hotel - Friday, June 16 2017

<table>
<thead>
<tr>
<th>Address: (b) (6)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tel:</td>
</tr>
<tr>
<td>Fax:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Check In/Check Out:</th>
<th>Friday, June 16 2017 - Wednesday, June 21 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Status:</td>
<td>Confirmed</td>
</tr>
<tr>
<td>Number of Nights:</td>
<td>5</td>
</tr>
<tr>
<td>Rate per night:</td>
<td>USD 115.00 plus tax and any additional fees</td>
</tr>
<tr>
<td>Guaranteed:</td>
<td>Yes</td>
</tr>
<tr>
<td>Confirmation:</td>
<td>2121232207</td>
</tr>
<tr>
<td>Cancellation Policy:</td>
<td>MUST CANCEL BY 09 JUN 6P TO AVOID PENALTY</td>
</tr>
<tr>
<td>CO2 Emissions:</td>
<td>Per night is approximately 63.8 lbs/20 kgs</td>
</tr>
<tr>
<td>Information:</td>
<td>SGLB<strong>RT-115.00USD</strong></td>
</tr>
<tr>
<td></td>
<td>MUST CANCEL BY 09 JUN 6P TO AVOID PENALTY</td>
</tr>
<tr>
<td></td>
<td>CREDIT CARD REQUIRED AT CHECK IN</td>
</tr>
</tbody>
</table>

**Remarks**

FOR 24/7 TRAVEL ASSISTANCE PLEASE CONTACT THE BCD TRAVEL TEAM AT 1-800-877-6120
FOR OUTSIDE THE US CALL COLLECT 770-829-2603
FOR THE HEARING IMPAIRED- PLEASE DIAL 711
TO ACCESS RELAY SERVICE- PROVIDE PHONE
NUMBER OF 1-800-877-8620 TO ACCESS TRAVEL
DUE TO RECENT CHANGES IN THE FY15 GOVERNMENT CITY PAIR
PROGRAM/CPP YOUR AIR RESERVATIONS ARE SUBJECT TO
CANCELLATION BY THE AIRLINES IF NOT TICKETED AT LEAST
48 HOURS PRIOR TO SCHEDULED DEPARTURE
PLEASE ENSURE ALL NECESSARY APPROVALS ARE PROCESSED IN
ACCORDANCE WITH YOUR AGENCY'S BUSINESS RULES BUT NO LESS
THAN 3 BUSINESS DAYS PRIOR TO DEPARTURE TO ENSURE TICKETING.
THIS 48 HOUR CANCELLATION RULE DOES NOT APPLY TO
INTERNATIONAL RESERVATIONS UNLESS YOUR TRIP HAS DOMESTIC
CONNECTIONS ON MORE THAN ONE AIRLINE OR THESE
RESERVATIONS REQUIRE SEPARATE AIR TICKETS.

CHECK-IN TIMES ARE 90 MINUTES PRIOR TO DEPARTURE
FOR DOMESTIC FLIGHTS OR 120 MINUTES FOR INTERNATIONAL
CHECKED BAGGAGE POLICIES VARY BASED ON CARRIER AND FINAL
WITH YOUR TRAVEL CONSULTANT OR THE AIRLINES WEBSITE.
ELECTRONIC TICKET(S) WILL BE ISSUED FOR THIS TRIP
DESTINATION. FOR THE LATEST INFORMATION PLEASE CHECK

09Jun/01:29PM

<table>
<thead>
<tr>
<th>Estimated trip total</th>
<th>1,106.72 USD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Air</td>
<td>864.40 USD</td>
</tr>
<tr>
<td>Car</td>
<td>452.32 USD</td>
</tr>
<tr>
<td>Hotel</td>
<td></td>
</tr>
<tr>
<td>Rail</td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fare details: Ticketed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vendor</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>Air</td>
</tr>
<tr>
<td>DL2338 14Jun DL2041 16Jun</td>
</tr>
<tr>
<td></td>
</tr>
</tbody>
</table>

All quotes are provider quotes excluding possible taxes and charges en route. Currency conversions shown in this itinerary receipt are done using the bank rate applicable at the date shown in the header of this document. Please note that some local taxes and charges may be invoiced during your trip and cannot be shown at time of reservation.

Advice to Passengers

Transportation of Hazardous Materials

Federal law forbids the carriage of hazardous material aboard the aircraft, in your luggage, or on your person. A violation can result in 5 years imprisonment and penalties of $250,000 or more (49 U.S.C 5124). Hazardous materials include explosives, compressed gases, flammable liquids and solids, oxidizers, poisons, corrosives and radioactive materials.

Forbidden Dangerous Items Examples:

Paints, lighter fluid, fireworks, tear gases, oxygen bottles and radiopharmaceuticals. There are special exceptions for small quantities (up to 70 ounces total) of medicinal and toilet articles carried in your luggage and certain smoking materials carried on your person. For further information, contact your airline representative.

Note: Spare batteries and fuel cells are not permitted in checked or hold baggage. These items MUST be packed in carry-on baggage. If your carry-on bag is gate checked, the spare batteries and fuel cells must be removed and carried in the cabin.

This email was generated at 09Jun/06:29 PM UTC
lines, car rental companies, and other similar third parties providing accommodations, transportation, or other meeting and travel related services ("Suppliers"). Suppliers are independent and do not act for or on behalf of BCD Travel, are not employees of BCD Travel, and do not have a joint venture or partnership with BCD Travel. Suppliers have their own terms and conditions for the services they provide, and you agree to abide by the terms and conditions set forth in any and all documents for any such Supplier services, including, without limitation, all cancellation fees. By utilizing the services represented by this itinerary, you agree to the foregoing and also agree that neither BCD Travel or its parent, affiliates, subsidiaries, partners, agents, and their respective officers, directors, employees, and representatives shall be or become liable for any loss, cost, expense, injury, accident, or damage to person or property resulting directly or indirectly from (i) the acts or omissions of Suppliers, including, but not limited to, delays or cancellation of services, cessation of operations, breakdown in machinery or equipment, or changes in fares, itineraries, or schedules; and/or (ii) acts of God, dangers incident to the sea, fires, acts of government or other authorities, wars, acts of terrorism, civil unrest, strikes, riots, thefts, pilferage, epidemics, quarantines, other diseases, climatic aberrations, or from any other cause beyond BCD Travel's control. Please see additional terms and conditions related to this itinerary at Terms and Conditions.
9:00 AM - 9:30 AM Calendar Review mtg. -- 208-A

10:30 AM - 11:00 AM Standing Mtg. w/ HR - re: Executive Resource Issues -- Chris's Office

From: Carr, Rhonda - DM
Sent: Thursday, April 13, 2017 2:34 PM
To: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>; Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>
Cc: Moore, Patty - DM <Patty.Moore@dm.usda.gov>; Meighan, Terri - DM <Terri.Meighan@dm.usda.gov>
Subject: RE: Request for standing meeting

30 minutes and we may need a few weekly upfront but biweekly should be good. Thanks.

From: Young, Chris - OSEC, Washington, DC
Sent: Thursday, April 13, 2017 2:29 PM
To: Carr, Rhonda - DM <Rhonda.Carr@dm.usda.gov>; Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>
Cc: Moore, Patty - DM <Patty.Moore@dm.usda.gov>; Meighan, Terri - DM <Terri.Meighan@dm.usda.gov>
Subject: RE: Request for standing meeting

Julie, I asked Rhonda to add this.

Rhonda, do you think a 30-minute block weekly or biweekly is sufficient?

From: Carr, Rhonda - DM
Sent: Thursday, April 13, 2017 2:02 PM
To: Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>
Cc: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>; Moore, Patty - DM <Patty.Moore@dm.usda.gov>; Meighan, Terri - DM <Terri.Meighan@dm.usda.gov>
Subject: Request for standing meeting

Hi Julie,

Just want to put on your radar....to schedule a standing meeting with Chris, Patty, Terri, and I to discuss Executive Resources issues. Tentatively starting in May.....Many thanks.

RHONDA C. CARR | Deputy Director, Executive Resources Management Division
Office of Human Resources Management | Departmental Management | U.S. Department of Agriculture
1400 Independence Avenue, SW | JLW Building | Room 309W
Washington, D.C. 20250
202/720-3967-Direct | (b) (6) | Cell
rhonda.carr@dm.usda.gov
11:00 AM - 12:00 PM  USDA Emergency Coordinators Group Meeting [Wed. June 14, 2017] -- S310 Conference Room (Dial In: 866-682-7728/Pin Code: [b](6))

Good Afternoon USDA Emergency Coordinators,

The Emergency Programs Division (EPD) will host an Emergency Coordinator meeting/teleconference from **11:00AM – 1200PM EDT on Wednesday, June 14, 2017**. The agenda and slides for this upcoming meeting will be sent out prior to the meeting.

**Who:** Emergency Coordinator’s  
**What:** EC Meeting  
**Where:** S310 Conference Room/1-866-682-7728, Passcode: (b) (6)  
**When:** [Wednesday] June 14, 2017

**NOTE:** If you have any questions reference this meeting please contact the USDA Operations Center at (202) 720-5711 or OpsCenter@dm.usda.gov.

USDA Operations Center  
Office: (202) 720-5711  
Fax: (202) 205-2915  
Email: opscenter@dm.usda.gov

1:30 PM - 2:00 PM  Team Huddle -- OSEC Bullpen

All,

Please hold today at 1:30pm for a team huddle this afternoon.

5:30 PM - 5:45 PM  depart for DCA
All Day | House and Senate IN Session | Please See Above
All Day | GA - Travel | Please See Above
8:30 AM - 9:00 AM | Calendar Review mtg. -- 208-A | All, I thought about it and we don't need to have these on Tuesdays given the standing scheduling meeting.
Chris

2:00 PM - 3:00 PM | PDI Conference Call |
<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>12:00 AM</td>
<td>House and Senate IN Session</td>
</tr>
<tr>
<td>12:00 AM</td>
<td>GA - Travel</td>
</tr>
<tr>
<td>12:00 AM</td>
<td>Travel - Hotel -- Savannah to Atlanta</td>
</tr>
<tr>
<td>All Day</td>
<td>Julie - CDO</td>
</tr>
<tr>
<td>9:00 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
<tr>
<td>10:15 AM</td>
<td>call w/ Don Bice/John Pirchio re: Green Book and Priorities -- 888-844-9904 - participant code: (b) (6) Heidi – host code: (b) (6)</td>
</tr>
<tr>
<td>11:00 AM</td>
<td>Georgia conference call -- 1-888-844-9904 participants code (b) (6)</td>
</tr>
<tr>
<td>1:30 PM</td>
<td>Port Walk Through -- Port of Savannah</td>
</tr>
<tr>
<td></td>
<td>Georgia Port Authority</td>
</tr>
<tr>
<td></td>
<td>2 Main Street, Garden City, GA 31408</td>
</tr>
<tr>
<td>All Day</td>
<td>Travel - Hotel -- Savannah to Atlanta</td>
</tr>
<tr>
<td>---------</td>
<td>--------------------------------------</td>
</tr>
<tr>
<td></td>
<td>Please See Above</td>
</tr>
<tr>
<td>Date</td>
<td>Event Description</td>
</tr>
<tr>
<td>------------</td>
<td>----------------------------</td>
</tr>
<tr>
<td>June 18, 2017</td>
<td>All Day Travel - Hotel -- Savannah to Atlanta</td>
</tr>
</tbody>
</table>

Please See Above
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>Travel - Hotel -- Savannah to Atlanta</td>
</tr>
<tr>
<td></td>
<td>Please See Above</td>
</tr>
<tr>
<td>All Day</td>
<td>Senate Only In Session</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
<tr>
<td>Time</td>
<td>Event Description</td>
</tr>
<tr>
<td>--------------</td>
<td>--------------------------------------------------------</td>
</tr>
<tr>
<td>All Day</td>
<td>Travel - Hotel -- Savannah to Atlanta&lt;br&gt;Please See Above</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>House and Senate IN Session</td>
</tr>
</tbody>
</table>
| 9:00 AM - 9:30 AM | Walk thru WTC program -- Trade Center, Chatham Ballroom A<br>We are going to have a run thru at 9am for those who have to be at the port by 10am. Then we will have another at 11am with Trip who will be driving from Atlanta.
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
</table>
| 12:00 AM - 12:00 AM | Travel - Hotel -- Savannah to Atlanta  
                           Please See Above                                                                 |
| All Day         | House and Senate IN Session  
                           Please See Above                                                                 |
| 8:00 AM - 8:30 AM | China logistics call -- 1-888-844-9904                                        |
| 9:00 AM - 9:30 AM | Calendar Review mtg. -- 208-A                                                |
| 9:30 AM - 10:30 AM | Scheduling Meeting -- 221-A  
                           All,  
                           Please note that the weekly scheduling meeting will take place on Wednesday at 9:30am.  
                           For those who need to call in, below is the number:  
                           888-844-9904  
                           Access Code: (b) (6)                                                                 |
<p>| 3:30 PM - 3:40 PM | Update Call w/Chris Young -- DLC to Call Chris                             |</p>
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>House and Senate IN Session</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>Travel - China</td>
</tr>
</tbody>
</table>

Please See Above
TRAVELER NOTICE - Many airlines charge fees for baggage and other services. Amounts vary by airline and are subject to change. Travelers are responsible for verifying all fees charged by individual carriers. Please visit the operating carrier website of your ticketed itinerary for applicable fees.

To view your trip via Viewtrip, please click here

Ticket Receipt

Total Amount: 189.30 USD

This ticket information applies to the following trip(s):

Air China Flight 1885 from Beijing to Shanghai on June 30

Electronic Ticket Number: 9998607961319
Invoice Number: EZ074221
Ticket Amount: 189.30 USD
Form of Payment: V**********3392

Travel Summary – Agency Record Locator LHVGHO

Traveler

YOUNG / LARRY C

Reference number by traveler: A0RTQV

<table>
<thead>
<tr>
<th>Date</th>
<th>From/To</th>
<th>Flight/Vendor</th>
<th>Status</th>
<th>Depart/Arrive</th>
<th>Class/Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>06/22/2017</td>
<td>ATL-LAX</td>
<td>DL 2255</td>
<td>Confirmed</td>
<td>08:55 PM/10:40 PM</td>
<td>Premium Economy / S</td>
</tr>
<tr>
<td>06/23/2017</td>
<td>LAX-PVG</td>
<td>DL 6475*</td>
<td>Confirmed</td>
<td>01:05 AM/06:00 AM+1</td>
<td>Business / D</td>
</tr>
<tr>
<td>06/27/2017</td>
<td>SHA-PEK</td>
<td>MU 5105</td>
<td>Confirmed</td>
<td>10:00 AM/12:15 PM</td>
<td>Economy / Y</td>
</tr>
<tr>
<td>06/30/2017</td>
<td>PEK-SHA</td>
<td>CA 1885</td>
<td>Confirmed</td>
<td>06:30 PM/08:40 PM</td>
<td>Economy / Y</td>
</tr>
<tr>
<td>07/01/2017</td>
<td>PVG-LAX</td>
<td>DL 186</td>
<td>Confirmed</td>
<td>07:35 PM/04:55 PM</td>
<td>Business / D</td>
</tr>
<tr>
<td>07/01/2017</td>
<td>LAX-ATL</td>
<td>DL 1354</td>
<td>Confirmed</td>
<td>10:30 PM/05:52 AM+1</td>
<td>Premium Economy / S</td>
</tr>
</tbody>
</table>

AIR - Thursday, June 22 2017 - Agency Record Locator LHVGHO

Delta Air Lines  Flight DL2255  Premium Economy

Depart:
Hartsfield-Jackson ATL S - Terminal South
Atlanta, Georgia, United States
08:55 PM Thursday, June 22 2017

Online check-in
| **Arrive:** | Los Angeles International Airport, Terminal 2  
Los Angeles, California, United States  
10:40 PM Thursday, June 22 2017 | Weather |
| **Duration:** | 4 hour(s) and 45 minute(s) Non-stop |  |
| **Status:** | Confirmed - Delta Air Lines Record Locator: G5LNWZ |  |
| **Equipment:** | Boeing 757-300 Passenger |  |
| **Seat:** | 15B (Non smoking) Confirmed |  |
| **FF Number:** | XXXX007357 - YOUNG/LARRY C |  |
| **Distance:** | 1941 miles / 3123.060 kilometers |  |
| **CO2 Emissions:** | 854.04 lbs/388.2 kgs |  |
| **Remarks:** | FOR UP TO DATE TRAVEL INFORMATION ON AIRLINE CHECK-IN/RESTRICTIONS/LIMITATIONS/SECURITY. PLEASE CHECK WWW.DELTA.COM |  |

**AIR - Friday, June 23 2017 - Agency Record Locator LHVGH0**

| **Delta Air Lines Flight DL6475 Business** | Online check-in |
| **Depart:** | Los Angeles International Airport, B - Tom Bradley International Terminal  
Los Angeles, California, United States  
01:05 AM Friday, June 23 2017 |
| **Arrive:** | PuDong, Terminal 1  
Shanghai, China  
06:00 AM Saturday, June 24 2017 |
| **Duration:** | 13 hour(s) and 55 minute(s) Non-stop |  |
| **Status:** | Confirmed - Delta Air Lines Record Locator: G5LNWZ |  |
| **Meal:** | Dinner |  |
| **Equipment:** | Boeing 777-300 |  |
| **Operated By:** | China Eastern Airlines |  |
| **Seat:** | Assigned at Check-in |  |
| **FF Number:** | XXXX007357 - YOUNG/LARRY C |  |
| **Distance:** | 6468 miles / 10407.012 kilometers |  |
| **CO2 Emissions:** | 2,419.03 lbs/1,099.56 kgs |  |
| **Remarks:** | SEAT ASSIGNMENT CONFIRMED 9D |  |

**AIR - Tuesday, June 27 2017 - Agency Record Locator LHVGH0**
### China Eastern Airlines Flight MU5105 Economy

**Depart:**
- Hongqiao, Terminal 2
- Shanghai, China
- 10:00 AM Tuesday, June 27 2017

**Arrive:**
- Beijing Capital International Airport, Terminal 2
- Beijing, China
- 12:15 PM Tuesday, June 27 2017

**Duration:**
- 2 hour(s) and 15 minute(s) Non-stop

**Status:**
- Confirmed

**Equipment:**
- Airbus Industrie A330-300

**Seat:**
- 39D (Non smoking) Confirmed

**Distance:**
- 668 miles / 1074.812 kilometers

**CO2 Emissions:**
- 293.92 lbs/133.6 kgs

**Remarks:**
- NO FREQUENT FLYER IN YOUR PROFILE FOR CARRIER BOOKED
- FOR UP TO DATE TRAVEL INFORMATION ON AIRLINE CHECK-IN/RESTRICTIONS/LIMITATIONS/SECURITY.
- PLEASE CHECK [WWW.CHINANEASTERNMADRID.COM](http://WWW.CHINANEASTERNMADRID.COM)

---

### AIR - Friday, June 30 2017 - Agency Record Locator LHVGH0

**Air China Flight CA1885 Economy**

**Depart:**
- Beijing Capital International Airport, Terminal 3
- Beijing, China
- 06:30 PM Friday, June 30 2017

**Arrive:**
- Hongqiao, Terminal 2
- Shanghai, China
- 08:40 PM Friday, June 30 2017

**Duration:**
- 2 hour(s) and 10 minute(s) Non-stop

**Status:**
- Confirmed - Air China Record Locator MK41ZC

**Meal:**
- Meal

**Equipment:**
- Boeing 737-800 Passenger

**Seat:**
- 15J (Non smoking) Confirmed

**Distance:**
- 668 miles / 1074.812 kilometers

**CO2 Emissions:**
- 293.92 lbs/133.6 kgs

**Remarks:**
- FOR UP TO DATE TRAVEL INFORMATION ON AIRLINE CHECK-IN/RESTRICTIONS/LIMITATIONS/SECURITY.
- PLEASE CHECK [WWW.AIRCHINA.COM](http://WWW.AIRCHINA.COM)
- NO FREQUENT FLYER IN YOUR PROFILE FOR CARRIER BOOKED
**AIR - Saturday, July 1 2017 - Agency Record Locator LHVGHQ**

**Delta Air Lines  Flight DL186  Business**

| Depart: | PuDong, Terminal 1  
|         | Shanghai, China  
|         | 07:35 PM Saturday, July 1 2017 |
| Arrive: | Los Angeles International Airport, B - Tom Bradley International Terminal  
|         | Los Angeles, California, United States  
|         | 04:55 PM Saturday, July 1 2017  
| Duration: | 12 hour(s) and 20 minute(s) Non-stop  
| Status: | Confirmed - Delta Air Lines Record Locator: **G5LNWZ**  
| Meal: | Meal  
| Equipment: | Boeing 777-200LR  
| Seat: | 06B (Non smoking) Confirmed  
| FF Number: | XXXX007357 - YOUNG/LARRY C  
| Distance: | 6468 miles / 10407.012 kilometers  
| CO2 Emissions: | 2,419.03 lbs/1,099.56 kgs  

**AIR - Saturday, July 1 2017 - Agency Record Locator LHVGHQ**

**Delta Air Lines  Flight DL1354  Premium Economy**

| Depart: | Los Angeles International Airport, Terminal 2  
|         | Los Angeles, California, United States  
|         | 10:30 PM Saturday, July 1 2017  
| Arrive: | Hartsfield-Jackson ATL, S - Terminal South  
|         | Atlanta, Georgia, United States  
|         | 05:52 AM Sunday, July 2 2017  
| Duration: | 4 hour(s) and 22 minute(s) Non-stop  
| Total duration: | 22 hour(s) and 16 minute(s) including layover(s)  
| Status: | Confirmed - Delta Air Lines Record Locator: **G5LNWZ**  
| Equipment: | Boeing 757 Passenger  
| Seat: | 15D (Non smoking) Confirmed  
| FF Number: | XXXX007357 - YOUNG/LARRY C  
| Distance: | 1941 miles / 3123.069 kilometers  
| CO2 Emissions: | 854.04 lbs/388.2 kgs  

228 of 478
Remarks
FOR 24/7 TRAVEL ASSISTANCE PLEASE CONTACT THE BCD TRAVEL TEAM AT 1-800-877-8120
FOR OUTSIDE THE US CALL COLLECT 770-829-2603
FOR THE HEARING IMPAIRED- PLEASE DIAL 711
TO ACCESS RELAY SERVICE- PROVIDE PHONE NUMBER OF 1-800-877-8120 TO ACCESS TRAVEL
DUE TO RECENT CHANGES IN THE FY15 GOVERNMENT CITY PAIR PROGRAM CPP YOUR AIR RESERVATIONS ARE SUBJECT TO CANCELLATION BY THE AIRLINES IF NOT TICKETED AT LEAST 48 HOURS PRIOR TO SCHEDULED DEPARTURE
PLEASE ENSURE ALL NECESSARY APPROVALS ARE PROCESSED IN ACCORDANCE WITH YOUR AGENCY'S BUSINESS RULES BUT NO LESS THAN 3 BUSINESS DAYS PRIOR TO DEPARTURE TO ENSURE TICKETING.
THIS 48 HOUR CANCELLATION RULE DOES NOT APPLY TO INTERNATIONAL RESERVATIONS UNLESS YOUR TRIP HAS DOMESTIC CONNECTIONS ON MORE THAN ONE AIRLINE OR THESE RESERVATIONS REQUIRE SEPARATE AIR TICKETS.
CHECK WWW.CDC.GOV/TRAVEL FOR TRAVEL HEALTH ADVISORIES
PROPER DOCUMENTATION IS REQUIRED FOR ENTRY INTO ARRIVAL COUNTRY
CHECK WWW.DHS.GOV/TRAVEL-ALERTS FOR COUNTRY TRAVEL ADVISORIES
CONTACT THE DESIGNATED GOVERNMENT AGENCY IN YOUR COUNTRY OF CITIZENSHIP FOR PASSPORT/Visa REQUIREMENTS.
TRAVEL INTO U.S. MAY REQUIRE ESTA AUTHORIZATION.
VISIT HTTPS://ESTA.CBP.DHS.GOV FOR DETAILS.
CHECK-IN TIMES ARE 90 MINUTES PRIOR TO DEPARTURE
FOR DOMESTIC FLIGHTS OR 120 MINUTES FOR INTERNATIONAL ELECTRONIC TICKET/S WILL BE ISSUED FOR THIS TRIP
DELTA AIRLINES REQUIRES CUSTOMERS TO CHECK THEIR BAGS A MINIMUM OF 45 MINUTES PRIOR TO DEPARTURE. CUSTOMERS WHO DO NOT MEET THIS REQUIREMENT WILL BE REACCOMMODATED ON THE NEXT AVAILABLE FLIGHT/S AND WILL BE CHARGED THE CHANGE FEE. SEE WWW.DELTA.COM FOR ADDITIONAL INFORMATION
CHECKED BAGGAGE POLICIES VARY BASED ON CARRIER AND FINAL DESTINATION.
FOR THE LATEST INFORMATION PLEASE CHECK

21Jun/11:12AM

TRAVELER NOTICE – Please check with your carrier(s) for travel documents required (Passport, VISA, etc.) and security requirements regarding permitted and prohibited articles and goods related to your travel.

<table>
<thead>
<tr>
<th>Estimated trip total</th>
<th>189.30 USD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Air</td>
<td>car</td>
</tr>
<tr>
<td></td>
<td>hotel</td>
</tr>
<tr>
<td></td>
<td>rail</td>
</tr>
<tr>
<td></td>
<td>other</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fare details: Ticketed</th>
</tr>
</thead>
<tbody>
<tr>
<td>189.30 USD</td>
</tr>
<tr>
<td>Vendor</td>
</tr>
<tr>
<td>------------</td>
</tr>
<tr>
<td>Air CA1885 30Jun</td>
</tr>
</tbody>
</table>

All quotes are provider quotes excluding possible taxes and charges en route. Currency conversions shown in this itinerary receipt are done using the bank rate applicable at the date shown in the header of this document. Please note that some local taxes and charges may be invoiced during your trip and cannot be shown at time of reservation.

Advice to Passengers

Transportation of Hazardous Materials

Federal law forbids the carriage of hazardous material aboard the aircraft, in your luggage, or on your person. A violation can result in 5 years imprisonment and penalties of $250,000 or more (49 U.S.C 5124). Hazardous materials include explosives, compressed gases, flammable liquids and solids, oxidizers, poisons, corrosives and radioactive materials.

Forbidden Dangerous Items Examples:

Paints, lighter fluid, fireworks, tear gases, oxygen bottles and radiopharmaceuticals. There are special exceptions for small quantities (up to 70 ounces total) of medicinal and toilet articles carried in your luggage and certain smoking materials carried on your person. For further information, contact your airline representative.

Note: Spare batteries and fuel cells are not permitted in checked or hold baggage. These items MUST be packed in carry-on baggage. If your carry-on bag is gate checked, the spare batteries and fuel cells must be removed and carried in the cabin.

This email was generated at 21 Jun 4:12 PM UTC

BCD Travel acts only as an agent for the airlines, hotels, bus companies, railroads, tour operators, cruise lines, car rental companies, and other similar third parties providing accommodations, transportation, or other meeting and travel related services ("Suppliers"). Suppliers are independent and do not act for or on behalf of BCD Travel, are not employees of BCD Travel, and do not have a joint venture or partnership with BCD Travel. Suppliers have their own terms and conditions for the services they provide, and you agree to abide by the terms and conditions set forth in any and all documents for any such Supplier services, including, without limitation, all cancellation fees. By utilizing the services represented by this itinerary, you agree to the foregoing and also agree that neither BCD Travel or its parent, affiliates, subsidiaries, partners, agents, and their respective officers, directors, employees, and representatives shall be or become liable for any loss, cost, expense, injury, accident, or damage to person or property resulting directly or indirectly from (i) the acts or omissions of Suppliers, including, but not limited to, delays or cancellation of services, cessation of operations, breakdown in machinery or equipment, or changes in fares, itineraries, or schedules; and/or (ii) acts of God, dangers incident to the sea, fires, acts of government or other authorities, wars, acts of terrorism, civil unrest, strikes, riots, thefts, pilferage, epidemics, quarantines, other diseases, climatic aberrations, or from any other cause beyond BCD Travel's control. Please see additional terms and conditions related to this itinerary at Terms and Conditions.
<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
</tbody>
</table>
### June 23, 2017
**Friday**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>House and Senate IN Session</td>
</tr>
<tr>
<td>All Day</td>
<td>Travel - China</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
</tbody>
</table>
You and your family are invited to USDA’s first family tailgate picnic!

Please join Secretary Perdue and Mrs. Perdue for USDA’s Family Day picnic on **Saturday, June 24, 2017** from 10:00 a.m. to 3:00 p.m., at the George Washington Carver Center, 5601 Sunnyside Avenue, Beltsville, MD. Please see the flyer below (also attached for printing and posting) for more information about this exciting event.

In the very near future, a representative from each Agency will be named for coordination of attendance, planning, and communication of information on Agency colors, food, tents, and other activities.

Secretary Perdue and Mrs. Perdue are excited and looking forward to seeing you there.
### Sunday, June 25, 2017

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
<th>Note</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>House and Senate IN Session</td>
<td>Please See Above</td>
</tr>
<tr>
<td>All Day</td>
<td>Travel - China</td>
<td>Please See Above</td>
</tr>
</tbody>
</table>
June 26, 2017
Monday

**All Day**
- House and Senate IN Session
  - Please See Above

**All Day**
- Travel - China
  - Please See Above

**12:00 AM - 12:00 AM**
- **(b) (6)** - out

**9:00 AM - 9:00 AM**
- Calendar Review mtg. -- 208-A
  - Please see instructions below:

  **From your hotel room in Beijing**, please dial 9 (or 8) – to get an outside line and then 8531-3000 to contact the U.S. Embassy. Please introduce yourself to the operator and note that you are on a TDY with Secretary Perdue’s delegation and would like to be connected to a conference line in the United State. Please provide the 1-888 number and passcode to the operator.

  **From your hotel room in Shanghai**, please dial 9 (or 8) – to get an outside line and then 6433-6880 to contact the U.S. Consulate. Please introduce yourself to the operator and note that you are on a TDY with Secretary Perdue’s delegation and would like to be connected to a conference line in the United State. Please provide the 1-888 number and passcode to the operator. If you encounter issues with connecting with the U.S. Consulate, please call the Embassy in Beijing.

---

**All**, I thought about it and we don't need to have these on Tuesdays given the standing scheduling meeting.

Chris
June 27, 2017
Tuesday

All Day
House and Senate IN Session
Please See Above

All Day
Travel - China
Please See Above

12:00 AM - 12:00 AM
(b) (6) - out
Please See Above

All Day
(b) (6) - out after 12:45p

11:00 AM - 12:00 PM
China Briefing

Please come at 11am to the Secretary’s office for the China briefing. I will place the call to Chris and he will lead the call and walk through the calendar and final agenda.

(b) (5) Deliberative
June 28, 2017
Wednesday

All Day
House and Senate IN Session
Please See Above

All Day
Travel - China
Please See Above

9:00 AM - 9:30 AM
Calendar Review mtg. -- 208-A
Please see instructions below:

From your hotel room in Beijing, please dial 9 (or 8) – to get an outside line and then 8531-3000 to contact the U.S. Embassy. Please introduce yourself to the operator and note that you are on a TDY with Secretary Perdue’s delegation and would like to be connected to a conference line in the United State. Please provide the 1-888 number and passcode to the operator.

From your hotel room in Shanghai, please dial 9 (or 8) – to get an outside line and then 6433-6880 to contact the U.S. Consulate. Please introduce yourself to the operator and note that you are on a TDY with Secretary Perdue’s delegation and would like to be connected to a conference line in the United State. Please provide the 1-888 number and passcode to the operator. If you encounter issues with connecting with the U.S. Consulate, please call the Embassy in Beijing.

All, I thought about it and we don’t need to have these on Tuesdays given the standing scheduling meeting.

Chris
<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>House and Senate IN Session</td>
</tr>
<tr>
<td>All Day</td>
<td>Travel - China</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. - 208-A</td>
</tr>
<tr>
<td>Time</td>
<td>Event</td>
</tr>
<tr>
<td>-------------------</td>
<td>--------------------------------------------</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>House and Senate IN Session</td>
</tr>
<tr>
<td>All Day</td>
<td>Travel - China</td>
</tr>
<tr>
<td>All Day</td>
<td>Julie - CDO</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. ↔ 208-A</td>
</tr>
</tbody>
</table>
12:00 AM - 12:00 AM  House and Senate IN Session

10:00 AM - 10:30 AM  Calendar Review mtg. -- 208-A

4:30 PM - 5:30 PM  Electronic Briefing Book Training -- 434W
Please come to a training session for the Electronic Briefing Book this afternoon in 434W.

We will begin migrating towards using this system in the coming weeks- so it is important that you all feel comfortable and know how to use the system. Thank you!
May 2, 2017
Tuesday

<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>House and Senate IN Session</td>
</tr>
<tr>
<td>9:00 AM - 10:00 AM</td>
<td>Scheduling Meeting -- 221-A</td>
</tr>
<tr>
<td>10:30 AM - 11:00 AM</td>
<td>Weekly mtg. w/ Duane Williams -- 208-A</td>
</tr>
<tr>
<td>12:30 PM - 1:00 PM</td>
<td>*URGENT MEETING -- 208A</td>
</tr>
<tr>
<td></td>
<td>This is the same meeting request send a few minutes ago. I accidentally sent out from the Secretary’s calendar. Please come to Chris’ office at 12:30 today.</td>
</tr>
<tr>
<td>2:30 PM - 3:00 PM</td>
<td>mtg. w/ OCE/HR re: hiring -- 208-A</td>
</tr>
</tbody>
</table>

Julie,

Good evening! As discussed earlier today, I would like to facilitate a meeting with Rob Johansson, Chief Economist, and Chris. Rob has a request to fill the Chief Meteorologist position. Attached you will find the position description, evaluation, and request (SF-52). I have included Shirley Brown, Rob’s secretary, to assist in the scheduling.

Please let me know if you need any information. Thank you for your flexibility with the process.

Terri E. Meighan
Director, Human Resources Operations Division
U.S. Department of Agriculture/Departmental Management
The Whitten Federal Building
1400 Independence Avenue, SW., Room 315-W Washington, DC 20250
Phone: 202-720-2655

Click here to see what’s new in HR: HROD SharePoint Site

5:00 PM - 6:00 PM | Cabinet Affairs Outlook Report Due
Monday, May 1, 2017
House and Senate IN Session

9:00 AM - 9:30 AM
Calendar Review mtg. -- 208-A

10:00 AM - 10:30 AM
mtg. w/ Dan Jiron -- 208A

Dear Dan,

I've copied Julie Gordon, my assistant, on this email. I'd like for her to find 15 minutes we could visit on Wednesday, if possible. I want to review the Idaho itinerary, once you've made those revisions. And please remind me I have a question related to Interior.

Thanks,

Chris

10:30 AM - 11:00 AM
Standing Mtg. w/ HR - re: Executive Resource Issues -- Chris's Office

From: Carr, Rhonda - DM
Sent: Thursday, April 13, 2017 2:34 PM
To: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>; Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>
Cc: Moore, Patty - DM <Patty.Moore@dm.usda.gov>; Meighan, Terri - DM <Terri.Meighan@dm.usda.gov>
Subject: RE: Request for standing meeting

30 minutes and we may need a few weekly upfront but biweekly should be good. Thanks.

From: Young, Chris - OSEC, Washington, DC
Sent: Thursday, April 13, 2017 2:29 PM
To: Carr, Rhonda - DM <Rhonda.Carr@dm.usda.gov>; Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>
Cc: Moore, Patty - DM <Patty.Moore@dm.usda.gov>; Meighan, Terri - DM <Terri.Meighan@dm.usda.gov>
Subject: RE: Request for standing meeting

Julie, I asked Rhonda to add this.

Rhonda, do you think a 30-minute block weekly or biweekly is sufficient?

From: Carr, Rhonda - DM
Sent: Thursday, April 13, 2017 2:02 PM
To: Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>
Cc: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>; Moore, Patty - DM <Patty.Moore@dm.usda.gov>; Meighan, Terri - DM <Terri.Meighan@dm.usda.gov>
Subject: Request for standing meeting

Hi Julie,

Just want to put on your radar....to schedule a standing meeting with Chris, Patty, Terri, and I to discuss Executive Resources issues. Tentatively starting in May.....Many thanks.
11:00 AM - 11:45 AM  mtg. - EO on Taskforce -- Heidi’s office

2:00 PM - 2:30 PM  mtg. w/ Rhonda Carr/Patty Moore/Terri Meighan re: catch-up -- 208-A

3:00 PM - 3:30 PM mtg. w/ Sir,

I would like to get on your schedule sometime this week to get an After action Review from you ref EPO. That way if I need to make any changes I can be ahead of the game. I think you got a good look at how we operate last week. If there anything we can do any better for your team and the secretary???

Thanks,

Chris Young Calendar
(USDA) Civil Action No. 1:18-cv-00534

4:00 PM - 4:30 PM Iowa Conference Call -- 208A
Please come to Chris’ office for a call with Rob and Nick to discuss the Iowa trip. Thank you.
### May 4, 2017

**Thursday**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>House and Senate IN Session</td>
</tr>
<tr>
<td></td>
<td>Please See Above</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>Des Moines, Iowa Travel</td>
</tr>
</tbody>
</table>
Ticket Receipt
Total Amount: 701.60 USD
This ticket information applies to the following trip(s):

Delta Air Lines Flight 639 from Washington DC to Atlanta GA on May 04
Delta Air Lines Flight 2541 from Atlanta GA to Des Moines IA on May 04
Delta Air Lines Flight 4485 from Des Moines IA to Minneapolis MN on May 05 (Operated By: Skywest Dba Delta Connection)
Delta Air Lines Flight 1776 from Minneapolis MN to Washington DC on May 05

Electronic Ticket Number: 0068605725762
Invoice Number: EZ0157382
Ticket Amount: 701.60 USD
Form of Payment: 3392

Travel Summary – Agency Record Locator RS5JPS
Traveler
YOUNG / LARRY C
Reference number by traveler: A0QRNP

<table>
<thead>
<tr>
<th>Date</th>
<th>From/To</th>
<th>Flight/Vendor</th>
<th>Status</th>
<th>Depart/Arrive Time</th>
<th>Class/Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>05/04/2017</td>
<td>DCA-ATL</td>
<td>DL 639</td>
<td>Confirmed</td>
<td>06:58 AM/08:54 AM</td>
<td>Economy/Q</td>
</tr>
<tr>
<td>05/04/2017</td>
<td>ATL-DSM</td>
<td>DL 2541</td>
<td>Confirmed</td>
<td>08:40 AM/10:50 AM</td>
<td>Economy/Q</td>
</tr>
<tr>
<td>05/04/2017</td>
<td>DSM</td>
<td>[Redacted]</td>
<td>Confirmed</td>
<td>09:54 AM/10:05 AM</td>
<td>Economy/Q</td>
</tr>
<tr>
<td>05/05/2017</td>
<td>DSM-MSP</td>
<td>DL 4485*</td>
<td>Confirmed</td>
<td>06:01 PM/07:15 PM</td>
<td>Economy/Q</td>
</tr>
<tr>
<td>05/05/2017</td>
<td>MSP-DCA</td>
<td>DL 1776</td>
<td>Confirmed</td>
<td>07:57 PM/11:32 PM</td>
<td>Economy/Q</td>
</tr>
</tbody>
</table>

AIR - Thursday, May 4 2017 - Agency Record Locator RS5JPS

Delta Air Lines Flight DL639 Economy

Depart: Ronald Reagan National, Terminal B
Washington, District of Columbia, United States
06:59 AM Thursday, May 4 2017

Arrive: Hartsfield-Jackson ATL - Terminal South
Atlanta, Georgia, United States
08:54 AM Thursday, May 4 2017

Duration: 1 hour(s) and 55 minute(s) Non-stop
Status: Confirmed - Delta Air Lines Record Locator: GYE4AI

Equipment: Airbus Industria A320
Seat: 16C (Non smoking) Confirmed
FF Number: XXXXX007357 - YOUNG/LARRY C

Distance: 548 miles / 878.514 kilometers
CO2 Emissions: 240.24 lbs/109.2 kgs
Remarks: FOR UP TO DATE TRAVEL INFORMATION ON AIRLINE
CHECK-IN/RESTRICTIONS/LIMITATIONS/SECURITY
PLEASE CHECK WWW.DELTA.COM

AIR - Thursday, May 4 2017 - Agency Record Locator RS5JPS

Delta Air Lines Flight DL2541 Economy

Depart: Hartsfield-Jackson ATL, S - Terminal South
Atlanta, Georgia, United States
06:40 AM Thursday, May 4 2017

Arrive: Des Moines International Airport
Des Moines, Iowa, United States
10:50 AM Thursday, May 4 2017

Duration: 2 hour(s) and 10 minute(s) Non-stop
Total duration: 4 hour(s) and 51 minute(s) including layover(s)
Status: Confirmed - Delta Air Lines Record Locator: GYE4AI
### HOTEL - Thursday, May 4 2017

**Address:** (b) (6)  
**Tel:** (b) (6)  
**Fax:** (b) (6)  

| Check In/Check Out: | Thursday, May 4 2017 - Friday, May 5 2017  
| Status: | Confirmed  
| Number of Persons: | 1  
| Number of Rooms: | 1  
| Number of Nights: | 1  
| Rate per night: | USD 107.00 plus tax and any additional fees  
| Guaranteed: | Yes  
| Confirmation: | 95209408  
| Corp. Discount: | XXXXX  
| CO2 Emissions: | Per night is approximately 63.8 lbs/29 kgs  
| Remarks: | CANCEL 24 HOURS PRIOR TO ARRIVAL  
|            | CREDIT CARD REQUIRED AT CHECK IN  

### AIR - Friday, May 5 2017 - Agency Record Locator RS5JPS

**Airline: Delta Air Lines**  
**Flight Number:** DL4485  
**Class:** Economy  
**Online check-in:**  

| Depart: | Des Moines International Airport  
|         | Des Moines, Iowa, United States 06:01 PM Friday, May 5 2017  
| Arrive: | St Paul Intl, Terminal 1  
|         | Minneapolis, Minnesota, United States 07:15 PM Friday, May 5 2017  
| Duration: | 1 hour(s) and 14 minute(s) Non-stop  
| Status: | Confirmed - Delta Air Lines Record Locator: GYE4AI  
| Equipment: | Canadian Regional Jet 700  
| Operated By: | Skywest Dba Delta Connection  
| Seat: | 12B (Non smoking) Confirmed  
| FF Number: | XXXX007357 - YOUNG/LARRY C  
| Distance: | 232 miles / 373.288 kilometers  
| CO2 Emissions: | 127.6 lbs/58 kgs  

**Air - Friday, May 5 2017 - Agency Record Locator RS5JPS**

**Airline: Delta Air Lines**  
**Flight Number:** DL1776  
**Class:** Economy  
**Online check-in:**  

| Depart: | St Paul Intl, Terminal 1  
|         | Minneapolis, Minnesota, United States 07:57 PM Friday, May 5 2017  
| Arrive: | Ronald Reagan National, Terminal B  
|         | Washington, District of Columbia, United States 11:32 PM Friday, May 5 2017  
| Duration: | 2 hour(s) and 35 minute(s) Non-stop  
| Total duration: | 4 hour(s) and 31 minute(s) including layover(s)  
| Status: | Confirmed - Delta Air Lines Record Locator: GYE4AI  
| Meal: | Refreshments for Purchase  
| Equipment: | Boeing 717-200  
| Seat: | 14B (Non smoking) Confirmed  

---

246 of 478
Estimated trip total 821.44 USD

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Air DL630 04May DL2541 04May DL4485 05May DL1776 05May</th>
<th>Fare information</th>
<th>Refund restrictions before departure</th>
<th>Change restrictions after ticketing</th>
<th>Ticket information</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Total: USD 701.60</td>
<td>REFUND RESTRICTIONS MAY APPLY</td>
<td>CHANGE RESTRICTIONS MAY APPLY</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Advice to Passengers

Transportation of Hazardous Materials

Federal law forbids the carriage of hazardous material aboard the aircraft, in your luggage, or on your person. A violation can result in 5 years imprisonment and penalties of $250,000 or more (49 U.S.C 5124). Hazardous materials include explosives, compressed gases, flammable liquids and solids, oxidizers, poisons, corrosives and radioactive materials.

Forbidden Dangerous Items Examples:

Paints, lighter fluid, fireworks, tear gases, oxygen bottles and radiopharmaceuticals. There are special exceptions for small quantities (up to 70 ounces total) of medicinal and toilet articles carried in your luggage.
and certain smoking materials carried on your person. For further information, contact your airline representative.

Note: Spare batteries and fuel cells are not permitted in checked or hold baggage. These items MUST be packed in carry-on baggage. If your carry-on bag is gate checked, the spare batteries and fuel cells must be removed and carried in the cabin.

This email was generated at 02May/2:45 PM UTC

BCD Travel acts only as an agent for the airlines, hotels, bus companies, railroads, tour operators, cruise lines, car rental companies, and other similar third parties providing accommodations, transportation, or other meeting and travel related services ("Suppliers"). Suppliers are independent and do not act for or on behalf of BCD Travel, are not employees of BCD Travel, and do not have a joint venture or partnership with BCD Travel. Suppliers have their own terms and conditions for the services they provide, and you agree to abide by the terms and conditions set forth in any and all documents for any such Supplier services, including, without limitation, all cancellation fees. By utilizing the services represented by this itinerary, you agree to the foregoing and also agree that neither BCD Travel or its parent, affiliates, subsidiaries, partners, agents, and their respective officers, directors, employees, and representatives shall be or become liable for any loss, cost, expense, injury, accident, or damage to person or property resulting directly or indirectly from (i) the acts or omissions of Suppliers, including, but not limited to, delays or cancellation of services, cessation of operations, breakdown in machinery or equipment, or changes in fares, itineraries, or schedules; and/or (ii) acts of God, dangers incident to the sea, fires, acts of government or other authorities, wars, acts of terrorism, civil unrest, strikes, riots, thefts, pilferage, epidemics, quarantines, other diseases, climatic aberrations, or from any other cause beyond BCD Travel’s control. Please see additional terms and conditions related to this itinerary at Terms and Conditions.
9:00 AM - 9:30 AM
Calendar Review mtg. -- 208-A

9:00 AM - 9:30 AM
Copy: FW: Agency Heads meeting -- 200-A Conference Room

-----Original Appointment-----
From: Trollinger, Shelia - OSEC
Sent: Monday, February 06, 2017 6:57 PM
To: Trollinger, Shelia - OSEC; Clovis, Sam - OSEC, Washington, DC; Klippenstein, Brian - OSEC, Washington, DC; Jordan, Leonard - NRCS, Washington, DC; Higgins, Holly - FAS; Beyerhelm, Chris - FSA, Washington, DC; Manzano, Heather - RMA; McLean, Christopher - RD, Washington, DC; Parker, Chad - RD, Washington, DC; Davis, Rich - RD, Washington, DC; Shahin, Jessica - FNS; Haven, Jackie - CNPP; Jacobs-Young, Chavonda - ARS; Bohman, Mary - ERS; Hamer, Hubert - NASS; Ramaswamy, Sonny - NIFA; Summers, Bruce - AMS; Shea, Kevin - APHIS; Jones, Randall - GIPSA; Young, Mike - FSA, Kansas City, MO; Tidwell, Tom - FS; Young, Mike - OSEC, Washington, DC
Cc: Rollerson, Cherylene - OSEC; Howerton, Jacqueline - OSEC; Cohen, Sinclair - OSEC, Washington, DC
Subject: Agency Heads meeting
When: Occurs every 2 week(s) on Thursday effective 2/9/2017 until 6/29/2017 from 9:00 AM to 9:30 AM (UTC-05:00) Eastern Time (US & Canada).
Where: 200-A Conference Room

10:00 AM - 12:00 PM
2017 Unsung Hero Award Program (please share attached program flyer) -- USDA, Whitten Patio

2017 Unsung Hero Award Winners:
Rupert Richards, AMS
Timene Frazier, APHIS
Colleen McMahan, ARS
Jarvis Alexander, US Forest Service Region-4 Law Enforcement Team, FS
Kimberly Lightley, FS
John Piche, FS
Karen Malkin, FSA
Tifanii Dahl, FSA
Jill Snyder and Kelly Clines, FSA
John Froehlich, FSIS
Charles Jackson, GIPSA
The Organization of Professional Employees of the U.S. Department of Agriculture in partnership with the USDA invites you to celebrate the 2017 Unsung Hero Award Winners and recognize the many and varied public service contributions of our USDA employees. Join us Thursday May 4th in the Patio of the Whitten building with The Honorable Sonny Perdue, USDA Secretary and Unsung Hero Award Winners.

Please encourage your colleagues to join us! If you have any additional questions or would like to request a reasonable accommodation, you may contact Dana Manning at Dana.Manning@dm.usda.gov or (202)720-4898. Thank you for helping OPEDA and the USDA to appropriately recognize the many important contributions made by USDA employees across the nation.
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>Des Moines, Iowa Travel</td>
</tr>
<tr>
<td>Please See Above</td>
<td></td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>Senate Only In Session</td>
</tr>
<tr>
<td>All Day</td>
<td>Julie - CDO</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
<tr>
<td>Time</td>
<td>Event</td>
</tr>
<tr>
<td>------------------</td>
<td>------------------------------</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>Des Moines, Iowa Travel</td>
</tr>
<tr>
<td>All Day</td>
<td>Senate Only In Session</td>
</tr>
<tr>
<td>All Day</td>
<td>Senate Only In Session</td>
</tr>
<tr>
<td>---------</td>
<td>------------------------</td>
</tr>
</tbody>
</table>

May 7, 2017
Sunday
May 8, 2017
Monday

All Day
Senate Only In Session
Please See Above

8:00 AM - 8:30 AM
IT - Vic coming by to work on your iphone issue

9:00 AM - 9:30 AM
Calendar Review mtg. -- 208-A

11:00 AM - 12:00 PM
OAO Status Meeting with Chris Young -- 209-A

1:00 PM - 1:30 PM
mtg. w/ Jaime Wood/Michael Alston re: USDA Military Veteran Ag Liaison -- 208-A
WHAT: Military Veteran Agricultural Liaison Update to CoS
WHEN: TBD
WHERE: CoS Office
WHO: DUS Mike Alston & Ms. Jaime Wood, Special Advisor to USDA Military Agriculture Liaison
WHY: To inform/update CoS on USDA veterans-to-agriculture initiatives (employment, education, entrepreneurship). The MVAL position was created during the 2014 Farm Bill to increase USDA outreach to the veteran demographic; considering veterans as a viable backfill for the ag industry and employment base at USDA. We’ve made great strides since 2014 and look forward to sharing the updates with the CoS.

1:30 PM - 2:00 PM
mtg. w/ Jeleen Briscoe, Acting CoS for DM -- 208-A
My understanding is that the last DM Chief of Staff and the OSEC Deputy Chief of Staff coordinated closely, so I am mainly interested in how I can help you! Looking forward to the collaboration. 😊

Hey there, Chris and Julie,

Thank you for setting up the meeting--I'm looking forward to it! I saw it was moved--no worries. Here is my proposed agenda, but I'm open to whatever Chris needs to cover as well:

1) (b) (5) Deliberative
2) (b) (5) Deliberative
3) (b) (5) Deliberative
4) (b) (5) Deliberative
5) (b) (5) Deliberative
May 8, 2017 Continued
Monday

Johanna “Jeleen” Briscoe, VMD
Acting Chief of Staff
Acting Director for Asian American and Pacific Islander Affairs
Office of the Assistant Secretary for Administration
U.S. Department of Agriculture
1400 Independence Avenue SW, 240-W
Washington D.C. 20250
Office (202) 260-8260
Cell (b) (8) (7)(C)
Johanna.Briscoe@osec.usda.gov

2:45 PM - 3:00 PM

depart w/ Abbey (OCR Driver, (b) (6), (b) (7)(C))

3:00 PM - 3:30 PM

Chris and Abbey to House Ag to meet with Matt and Bart for hearing rundown
Leave at 2:40 p.m.

3:00 PM - 3:30 PM

Visit to Committee Room

Thanks. We’ll need to leave at 2:40. Jackie, can you reserve the OCR car to go to 1300 Longworth on Monday, returning around 3:40 p.m.?

Thanks!

Abby L. Fretz
Acting Deputy Assistant Secretary for Congressional Relations –
Office of Congressional Relations
United States Department of Agriculture
Office: (202) 720-9962

From: Gordon, Julie - OSEC
Sent: Wednesday, May 03, 2017 9:16 AM
To: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>; Fretz, Abbey - OSEC, Washington, DC <Abbey.L.Fretz@aphis.usda.gov>
Subject: RE: USDA Visits

Hey Abbey,

Let me know how I can help.

Julie Gordon
Special Assistant – Office of the Secretary
United States Department of Agriculture
Office: 202-720-3631
Cell: (b)(6)
From: Young, Chris - OSEC, Washington, DC
Sent: Wednesday, May 03, 2017 9:00 AM
To: Fretz, Abbey - OSEC, Washington, DC <Abbey.L.Fretz@aphis.usda.gov>
Cc: Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>
Subject: RE: USDA Visits

Thanks, Abbey. I think I can do Monday at 3.00 pm. Julie, let’s move my meeting with Jeleen to 1.30 pm, please.

As for staffing, I’ll have an answer soon. Heidi and I actually spoke of that this morning. I think [D] (5) Deliberative.

From: Fretz, Abbey - OSEC, Washington, DC
Sent: Tuesday, May 2, 2017 7:07 PM
To: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>
Subject: FW: USDA Visits

Matt Schertz offered to walk us through a rundown of things in the Committee room for the Secretary’s hearing on the 17th. Would Monday the 8th at 10 or 3 work for you to go up there for half an hour?

Also, do you have any guidance on who the Secretary wants to staff him at that hearing? Rob J. usually would go with him when it was strictly an economic hearing and is asking.

---

Abbey L. Fretz
Acting Deputy Assistant Secretary for Congressional Relations –
Office of Congressional Relations
United States Department of Agriculture
Office: (202) 720-9962

From: Schertz, Matt [mailto:Matt.Schertz@mail.house.gov]
To: Fretz, Abbey - OSEC, Washington, DC <Abbey.L.Fretz@aphis.usda.gov>; Fischer, Bart <Bart.Fischer@mail.house.gov>; Keener, Emily <Emily.Keener@mail.house.gov>
Subject: RE: USDA Visits

Abbey,

Would Monday at 10am or 3pm work for yall?

Matt

Matt Schertz
Staff Director
House Agriculture Committee
202-225-0421 office
202-225-0421 cell

From: Fretz, Abbey - OSEC, Washington, DC [mailto:Abbey.L.Fretz@aphis.usda.gov]
Sent: Tuesday, April 25, 2017 6:28 PM
To: Schertz, Matt <Matt.Schertz@mail.house.gov>; Fischer, Bart <Bart.Fischer@mail.house.gov>; Keener, Emily <Emily.Keener@mail.house.gov>
Subject: USDA Visits

Matt and Bart,

Thanks for chatting with me today. May 16th looks great for a meeting between Secretary Perdue and the Chairman if he is available.

Also, Chris Young and I would like to take you up on your offer for a hearing walk through the week of recess. Let me know if any days/times are better than others.

Best,
Abbey

Abbey L. Fretz
Acting Deputy Assistant Secretary for Congressional Relations - Office of Congressional Relations
United States Department of Agriculture
(202) 720-9962

This electronic message contains information generated by the USDA solely for the intended recipients. Any unauthorized interception of this message or the use or disclosure of the information it contains may violate the law and subject the violator to civil or criminal penalties. If you believe you have received this
message in error, please notify the sender and delete the email immediately.

3:45 PM - 4:00 PM  return to USDA
Riley Pagett and Ashley Willits (National FFA Eastern Region VP) will come for a meeting to discuss the internship program at USDA.

2 visitors will be coming for a meeting with Chris at 11am on Tuesday. I sent him a calendar invite so he should have it.

From: Pagett, Riley @ffa.org
Sent: Friday, May 05, 2017 10:42 AM
To: Sullivan, Lauren - OSEC, Washington, DC <Lauren.Sullivan@osec.usda.gov>
Subject: Re: 90th National FFA Convention & Expo RSVP

11:00 on the 9th is perfect.

It will just be myself and Ashley Willits, National FFA Eastern Region VP. She's an FFA member from New York studying agricultural education at Tarleton Uni. in Texas.

Sent from my iPhone

On May 5, 2017, at 10:40 AM, Sullivan, Lauren - OSEC, Washington, DC <Lauren.Sullivan@osec.usda.gov> wrote:

Riley,

Chris would be more than happy to meet the national officers on Tuesday, May 9 to discuss the internship program at USDA. Does 11:00am work for a half hour meeting? Please let me know and if you could, please send me the participants names and titles. Thank you!

Hope you have a nice weekend.

Best,
Lauren

From: Pagett, Riley @ffa.org
Sent: Friday, May 05, 2017 9:22 AM
To: Sullivan, Lauren - OSEC, Washington, DC <Lauren.Sullivan@osec.usda.gov>
Subject: RE: 90th National FFA Convention & Expo RSVP

Hi Lauren,

Thanks for the email and official acceptance of the invitation. As you know, we are all very excited to host the Secretary in October. More importantly – to begin this working
relationship.

Speaking of which – and I know this is last minute, but might the Secretary or Chris or Heidi have any time to meet with one of our national officers on Tuesday, May 9. We’d like to discuss a broad MOU and also the internship program at USDA that Chris has often alluded to. If this isn’t possible, we totally understand – just got Ashley’s travel confirmed this morning and wanted to see if we could make it work.

Thanks,
Riley

RILEY W. PAGETT
Director, Advocacy & Government Relations

P 317-802-4330 | C | E @ffa.org

National FFA Organization Headquarters Operations
1410 King Street, Suite 400, Alexandria, VA 22314

---

From: Sullivan, Lauren - OSEC, Washington, DC [mailto:Lauren.Sullivan@osec.usda.gov]
Sent: Wednesday, May 3, 2017 7:42 PM
To: Pagett, Riley @ffa.org
Subject: 90th National FFA Convention & Expo RSVP

Hi Riley,

I wanted to accept this invitation for the Secretary to attend the National FFA Convention in October. I recognize this is a ways away 😊 but I look forward to working with you in the coming weeks and months to nail down particulars.

Thank you!

Lauren Sullivan
Director of Scheduling  
Office of the Secretary  

United States Department of Agriculture  
Office: 202-720-1493  

This electronic message contains information generated by the USDA solely for the intended recipients. Any unauthorized interception of this message or the use or disclosure of the information it contains may violate the law and subject the violator to civil or criminal penalties. If you believe you have received this message in error, please notify the sender and delete the email immediately.

11:30 AM - 12:00 PM  Weekly mtg. w/ Duane Williams -- 208-A

1:00 PM - 1:30 PM  mtg. w/ Malcom Shorter -- 208-A

Good morning, Malcom. My apologies for a tardy reply. I was in Iowa on Thursday and Friday.

Julie, this is a priority for me. Can we try to find some time tomorrow afternoon, please?

Chris

From: Shorter, Malcom - DM  
Sent: Thursday, May 4, 2017 1:38 PM  
To: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>  
Subject: Operational Updates/Discussions

Good Afternoon Chris,

I’m looking for an opportunity to get on your calendar to discuss operations/administration issues, align aiming stakes, and chat about how you want/prefer to discuss or be briefed on issues. I will make myself available at your convenience. Thank you.

Regards,

Malcom

Malcom A. Shorter  
Acting Assistant Secretary
May 9, 2017 Continued
Tuesday

<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>2:00 PM - 2:30 PM</td>
<td>Meeting with Duane Williams, Josh Bornstein, (b) (6), (b) (7)(C)</td>
<td>208-A</td>
</tr>
<tr>
<td>Time</td>
<td>Event</td>
<td></td>
</tr>
<tr>
<td>---------------------</td>
<td>---------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>All Day</td>
<td>Senate Only In Session</td>
<td></td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>Travel - Cincinnati, OH</td>
<td></td>
</tr>
</tbody>
</table>
TRAVELER NOTICE - Many airlines charge fees for baggage and other services. Amounts vary by airline and are subject to change. Travelers are responsible for verifying all fees charged by individual carriers. Please visit the operating carrier website of your ticketed itinerary for applicable fees.

To view your trip via Viewtrip, please click here.

Ticket Receipt
Total Amount: 658.40 USD
This ticket information applies to the following trip(s):
Delta Air Lines Flight 4248 from Washington DC to Cincinnati OH on May 10 (Operated By: Gojet Airlines Dbx Delta Connection)
Delta Air Lines Flight 6280 from Cincinnati OH to Washington DC on May 11 (Operated By: Gojet Airlines Dbx Delta Connection)

Electronic Ticket Number: 0068606248950
Invoice Number: EZ01595620
Ticket Amount: 658.40 USD
Form of Payment: V**********3392

Travel Summary – Agency Record Locator JK5L58
Traveler
YOUNG / LARRY C
Reference number by traveler: A0QPZ0

<table>
<thead>
<tr>
<th>Date</th>
<th>From/To</th>
<th>Flight/Vendor</th>
<th>Status</th>
<th>Depart/Arrive</th>
<th>Class/Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>05/10/2017</td>
<td>DCA-CVG</td>
<td>DL 4248*</td>
<td>Confirmed</td>
<td>01:32 PM/03:06 PM</td>
<td>Economy / Y</td>
</tr>
<tr>
<td>05/10/2017</td>
<td>CVG</td>
<td>(b) (6)</td>
<td>Confirmed</td>
<td>05/10-05/11</td>
<td></td>
</tr>
<tr>
<td>05/11/2017</td>
<td>CVG-DCA</td>
<td>DL 6280*</td>
<td>Confirmed</td>
<td>08:50 PM/10:26 PM</td>
<td>Economy / Y</td>
</tr>
</tbody>
</table>

AIR - Wednesday, May 10 2017 - Agency Record Locator JK5L58
Add to Calendar Need Help?

Delta Air Lines Flight DL4248 Economy
Online check-in

Depart:
Ronald Reagan National, Terminal B
Washington, District of Columbia, United States
01:32 PM Wednesday, May 10 2017
Weather

Arrive:
Cinci/Nrtm Kentucky, Terminal 3
Cincinnati, Ohio, United States
03:06 PM Wednesday, May 10 2017
Weather

Duration: 1 hour(s) and 34 minute(s) Non-stop
Status: Confirmed - Delta Air Lines Record Locator GYCDFX

Equipment:
Canadair Regional Jet 700

Operated By:
Gojet Airlines Dbx Delta Connection

Seat: 12A (Non smoking) Confirmed

FF Number: XXXX007357 - YOUNG/LARRY C

Distance: 410 miles / 659.09 kilometers

CO2 Emissions: 180.4 lbs/82 kgs

Remarks:
FOR UP TO DATE TRAVEL INFORMATION ON AERINE CHECK-IN/RESTRICTIONS/LIMITATIONS/SECURITY, PLEASE CHECK WWW.DELTA.COM

HOTEL - Wednesday, May 10 2017
Add to Calendar Need Help?
Address: (6) (6)
Tel: 
Fax: 
Check In/Check Out: Wednesday, May 10 2017 - Thursday, May 11 2017
Status: Confirmed
Number of Persons: 1
Number of Rooms: 1
Number of Nights: 1
Rate per night: USD 136.00 plus tax and any additional fees
Guaranteed: Yes
Confirmation: HY0042439286
Corp. Discount: XXXX538
Frequent Guest ID: XXXX83028X
CO2 Emissions: Per night is approximately 63.8 lbs/29 kgs
Remarks: CANCEL BY 6PM DAY OF ARRIVAL
CREDIT CARD REQUIRED AT CHECK IN

AIR - Thursday, May 11 2017 - Agency Record Locator JK5L58
Delta Air Lines Flight DL6280 Economy
Depart: Cinci/North, Kentucky, Terminal 3
08:59 PM Thursday, May 11 2017
Cincinnati, Ohio, United States
Arrive: Ronald Reagan National, Terminal B
10:26 PM Thursday, May 11 2017
Washington, District of Columbia, United States
Duration: 1 hour(s) and 27 minute(s) Non-stop
Status: Confirmed - Delta Air Lines Record Locator GYCDFX
Equipment: Canadair Regional Jet 700
Operated By: GoJet Airlines Dba Delta Connection
Seat: 12A (Non smoking) Confirmed
FF Number: XXXX007357 - YOUNG/LARRY C
Distance: 410 miles / 659.69 kilometers
CO2 Emissions: 180.4 lbs/82 kgs

Remarks
FOR 24/7 TRAVEL ASSISTANCE PLEASE CONTACT
THE BCD TRAVEL TEAM AT 1-800-877-6120
FOR OUTSIDE THE US CALL COLLECT 770-820-2603
FOR THE HEARING IMPAIRED PLEASE DIAL 711
TO ACCESS RELAY SERVICE PROVIDE PHONE
NUMBER OF 1-800-877-6120 TO ACCESS TRAVEL
DUE TO RECENT CHANGES IN THE FY15 GOVERNMENT CITY PAIR
PROGRAM YOUR AIR RESERVATIONS ARE SUBJECT TO
CANCELLATION BY THE AIRLINES IF NOT TICKETED AT LEAST
48 HOURS PRIOR TO SCHEDULED DEPARTURE
PLEASE ENSURE ALL NECESSARY APPROVALS ARE PROCESSED IN
ACCORDANCE WITH YOUR AGENCY'S BUSINESS RULES BUT NO LESS
THAN 3 BUSINESS DAYS PRIOR TO DEPARTURE TO ENSURE TICKETING
THIS 48 HOUR CANCELLATION RULE DOES NOT APPLY TO
INTERNATIONAL RESERVATIONS UNLESS YOUR TRIP HAS DOMESTIC
CONNECTIONS ON MORE THAN ONE AIRLINE OR THESE
RESERVATIONS REQUIRE SEPARATE AIR TICKETS
******************************************************************************
ELECTRONIC TICKET(S) WILL BE ISSUED FOR THIS TRIP
CHECK-IN TIMES ARE 90 MINUTES PRIOR TO DEPARTURE
FOR DOMESTIC FLIGHTS OR 120 MINUTES FOR INTERNATIONAL
CHECKED BAGGAGE POLICIES VARY BASED ON CARRIER AND FINAL
WITH YOUR TRAVEL CONSULTANT OR THE AIRLINES WEBSITE.
DESTINATION. FOR THE LATEST INFORMATION PLEASE CHECK

265 of 478
Estimated trip total 818.20 USD
<table>
<thead>
<tr>
<th>Air</th>
<th>Car</th>
<th>Hotel</th>
<th>Rail</th>
<th>Other</th>
</tr>
</thead>
<tbody>
<tr>
<td>656.40 USD</td>
<td></td>
<td>159.80 USD</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Fare details: Ticketed

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Fare information</th>
<th>Refund restrictions before departure</th>
<th>Change restrictions after ticketing</th>
<th>Ticket information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Air DL4248* 10May DL6280* 11May</td>
<td>Total: USD 656.40</td>
<td>REFUND RESTRICTIONS MAY APPLY</td>
<td>CHANGE RESTRICTIONS MAY APPLY</td>
<td></td>
</tr>
</tbody>
</table>

All quotes are provider quotes excluding possible taxes and charges en route. Currency conversions shown in this itinerary receipt are done using the bank rate applicable at the date shown in the header of this document. Please note that some local taxes and charges may be invoiced during your trip and cannot be shown at time of reservation.

Advice to Passengers

Transportation of Hazardous Materials

Federal law forbids the carriage of hazardous material aboard the aircraft, in your luggage, or on your person. A violation can result in 5 years imprisonment and penalties of $250,000 or more (49 U.S.C 5124). Hazardous materials include explosives, compressed gases, flammable liquids and solids, oxidizers, poisons, corrosives and radioactive materials.

Forbidden Dangerous Items Examples:

Paints, lighter fluid, fireworks, tear gases, oxygen bottles and radiopharmaceuticals. There are special exceptions for small quantities (up to 70 ounces total) of medicinal and toilet articles carried in your luggage and certain smoking materials carried on your person. For further information, contact your airline representative.

Note: Spare batteries and fuel cells are not permitted in checked or hold baggage. These items MUST be packed in carry-on baggage. If your carry-on bag is gate checked, the spare batteries and fuel cells must be removed and carried in the cabin.

This email was generated at 05/May/4:49 PM UTC.
<table>
<thead>
<tr>
<th>Time</th>
<th>Event Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
<tr>
<td>12:00 PM - 12:15 PM</td>
<td>depart noon for DCA - 1:32p flight - DL 4248</td>
</tr>
<tr>
<td>4:30 PM - 5:00 PM</td>
<td>Conference Call RE: Cincinnati -- 208A</td>
</tr>
<tr>
<td>Time</td>
<td>Event Description</td>
</tr>
<tr>
<td>--------------------</td>
<td>-----------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>All Day</td>
<td>Senate Only In Session</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>Travel - Cincinnati, OH</td>
</tr>
<tr>
<td>8:00 AM - 8:30 AM</td>
<td>Follow up Conference Call regarding South Dakota and Nebraska -- 208A</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
</tbody>
</table>
May 12, 2017

Friday

<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>Senate Only In Session</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
<tr>
<td>9:30 AM - 10:00 AM</td>
<td>mtg. w/ Jason -- 208A</td>
</tr>
<tr>
<td></td>
<td>Sure.</td>
</tr>
</tbody>
</table>

Julie, can you find some time early Friday afternoon, please, before 2.30 pm?

From: Hafemeister, Jason - OSEC, Washington, DC
Sent: Wednesday, May 10, 2017 5:49 PM
To: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>
Cc: Willbrand, Zhulieta - OSEC, Washington, DC <zhuilieta.z.willbrand@osec.usda.gov>
Subject: Hi Chris

Do you have some time on Friday to check in with us on how we are setting and preparing meetings for the Secretary? He has been in place for a couple of weeks so it might be a good time to check and see if our standard operating procedures are synching up with what he needs.

Let us know. Thanks,

jh

10:00 AM - 10:30 AM  
Standing Mtg. w/ HR - re: Executive Resource Issues -- Chris's Office
From: Carr, Rhonda - DM
Sent: Thursday, April 13, 2017 2:34 PM
To: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>; Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>
Cc: Moore, Patty - DM <Patty.Moore@dm.usda.gov>; Meighan, Terri - DM <Terri.Meighan@dm.usda.gov>
Subject: RE: Request for standing meeting

30 minutes and we may need a few weekly upfront but biweekly should be good. Thanks.

From: Young, Chris - OSEC, Washington, DC
Sent: Thursday, April 13, 2017 2:29 PM
To: Carr, Rhonda - DM <Rhonda.Carr@dm.usda.gov>; Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>
Cc: Moore, Patty - DM <Patty.Moore@dm.usda.gov>; Meighan, Terri - DM <Terri.Meighan@dm.usda.gov>
Subject: RE: Request for standing meeting

Julie, I asked Rhonda to add this.

Rhonda, do you think a 30-minute block weekly or biweekly is sufficient?

From: Carr, Rhonda - DM
Hi Julie,

Just want to put on your radar....to schedule a standing meeting with Chris, Patty, Terri, and I to discuss Executive Resources issues. Tentatively starting in May.....Many thanks.

Rhonda C. Carr
Deputy Director, Executive Resources Management Division
Office of Human Resources Management I Departmental Management I U.S. Department of Agriculture
1400 Independence Avenue, SW I JLW Building I Room 309W
Washington, D.C. 20250
202/720-3967-Direct I Cell rhonda.carr@dm.usda.gov

10:30 AM - 11:00 AM mtg. w/ Forest Service CoS & Liaison -- 208-A

Sure Jim. Julie will schedule.

Sent from my iPhone

On Apr 28, 2017, at 08:40, Upchurch, Jim - OSEC <Jim.Upchurch@osec.usda.gov> wrote:

Hi Chris,  We met when you came to the Department Chief of Staff meeting the other day and I was representing the Forest Service. Our Forest Service Chief of Staff would like the opportunity to meet with you so I was checking to see if you had a time next week that we could stop by so that Angela Coleman (FS Chief of Staff) could introduce herself to you. Thanks if advance...Jim

Jim Upchurch | Forest Service Liaison | Office of the Under Secretary
Natural Resources and Environment | United States Department of Agriculture
11:30 AM - 11:45 AM

mtg. w/ Ella -- 208-A
Absolutely on both counts.

How about Friday midmorning?

From: Mizrahi, Ella - OC, Washington, DC
Sent: Wednesday, May 10, 2017 1:37 PM
To: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>
Subject: Photo Project

Hi Chris,
Hope you’re doing well!
The prints for the photo project came back from printing services this morning, and they look great! We’ve also ordered the frames, and they will be picked up between 1pm and 3pm this Friday. I’ve contacted executive services and am working with them now to get someone to stay a little later on Friday to help put the photos into the frames (adjusting the matting as necessary) and hang them up on the walls. If this works out, we’ll be able to have them up by Monday for the Secretary!

In order to do this, I’ll need to work with the person from executive services on Friday afternoon to hang the photos in the right places. I know that we went over tentative locations to hang them, but I want to make sure that they go exactly where you want them to. Do you think you might have time to go over the exact locations before Friday afternoon? Do you think it will be ok for us to be working in the ‘room formerly known as the cage’ and the scheduling office during this time on Friday?

Ella

Ella Mizrahi
Press Assistant – Office of Communications
United States Department of Agriculture
Office: (202) 720-5555
Cell: [phone number]

1:00 PM - 4:00 PM

National Gallery Installation
No, sorry for the confusion. I just meant I have to be done by 3 pm, as in I have to go to an offsite meeting. Apologies all.

From: Garner, Holly [mailto:H-Garner@NGA.GOV]
My hope is that will happen but we do have 5 works to install.

To help make the appointment go as quickly and efficiently as possible, can you please send me locations were things will go (photos would be terrific if you have them)? And let me know the nature of the wall (concrete, drywall, wood panel, etc.)? This will help us plan better so we can hopefully complete the install by 3pm.

I’ve added this to our calendar and will forward on the security details to Tom once assignments are made.

Thanks,

Holly

From: Garner, Holly [mailto:H-Garner@NGA.GOV]
Sent: Tuesday, May 2, 2017 3:24 PM
To: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>; Hoffman, ThomasH - DM
Cc: Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>; Fossum, Carmelnita - DM <Carmelnita.Fossum@dm.usda.gov>; Tillman, Robin - DM <Robin.Tillman@dm.usda.gov>; Beans, Cheryl - DM <Cheryl.Beans@ocio.usda.gov>
Subject: RE: update

That time works, as well. However, we would have to be done by 3.00 pm (at least for me).

From: Garner, Holly [mailto:H-Garner@NGA.GOV]
Sent: Tuesday, May 2, 2017 3:24 PM
To: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>; Hoffman, ThomasH - DM
Cc: Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>; Fossum, Carmelnita - DM <Carmelnita.Fossum@dm.usda.gov>; Tillman, Robin - DM <Robin.Tillman@dm.usda.gov>; Beans, Cheryl - DM <Cheryl.Beans@ocio.usda.gov>
Subject: RE: update

Apologies everyone! I made a typo in my email. We can come in the afternoon on the 12th at 1:30 (I mistakenly added that extra zero). Since the Secretary is out that day, hopefully it will still work for you?

Thanks,
Holly

That works.

I will inform the Officers. Tom, just let me know the make and model of the vehicle being driven, as well as the individual names.

Thanks

Director
(HQ & NCR Security)
Protective Operations Division
Office of Operations

You can use the apron if preferred. This copied here. The Secretary will not be in that day.

Consider it done. We will coordinate delivery through NGA, Security for access to one of
the side parking lots to minimize the distance the artwork travels on Friday March 12th at 10:30 am.

From: Young, Chris - OSEC, Washington, DC  
Sent: Tuesday, May 02, 2017 1:55 PM  
To: Garner, Holly <H-Garner@NGA.GOV>; Hoffman, ThomasH - DM <THOMASH.HOFFMAN@dm.usda.gov>  
Cc: Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>; Fossum, Carmelnita - DM <Carmelnita.Fossum@dm.usda.gov>; Tillman, Robin - DM <Robin.Tillman@dm.usda.gov>; Beans, Cheryl - DM <Cheryl.Beans@ocio.usda.gov>  
Subject: RE: update

May 12 at 10.30 would be perfect.

The Secretary is out of the office that day, and I am not traveling with him. So I can be here.

Tom, can you, in conjunction with the good folks in OES, work with Holly to arrange what she and her crews may need?

Julie, can you place a note on my calendar for 10.30 am next Friday, the 12th, for National Gallery installation?

Thanks, all.
Chris

From: Garner, Holly [mailto:H-Garner@NGA.GOV]  
Sent: Tuesday, May 2, 2017 1:46 PM  
To: Hoffman, ThomasH - DM <THOMASH.HOFFMAN@dm.usda.gov>  
Cc: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>  
Subject: Re: update

Good afternoon!

We have some dates for delivery and installation. Can you please review and let me know if any options work for you?

May dates:

11 - 10:30 or 1:30
12 – 10:30
18 – 1:30
19 - 10:30 or 1:30

Several works had very flimsy frames and needed new ones or, what we call a build-out, so that it would hold the plexi. Thanks for your patience while we addressed those issues with the frames.
Best,
Holly

Sent from my iPhone

On Apr 19, 2017, at 6:27 PM, Hoffman, ThomasH - DM <THOMASH.HOFFMAN@dm.usda.gov> wrote:

Thanks so much for the update. The Secretarial Suite will look complete with the addition of the fine art from the NGA. We are indebted to you! I can't wait to see the artwork installed

Sent from my iPhone

On Apr 19, 2017, at 5:46 PM, Garner, Holly <H-Garner@NGA.GOV> wrote:

Hi Tom and Chris,

I wanted to let you know the plexi has arrived for the loan. I heard from our frame conservator today and he needs to work on several of the frames and possibly find a new frame for one work before they can be glazed. I hope to have a better timeline when I hear back from him but wanted to give you an update now.

Thanks,
Holly

From: Hoffman, ThomasH - DM [mailto:THOMASH.HOFFMAN@dm.usda.gov]
Sent: Wednesday, April 12, 2017 4:49 PM
To: Garner, Holly <H-Garner@NGA.GOV>
Cc: MacDougall, Lisa <L-MACDOUGALL@NGA.GOV>; Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>; Fossum, Carmelnita - DM <Carmelnita.Fossum@dm.usda.gov>
Subject: RE: update

We sincerely appreciate the update and thanks for the quick reply. Have a good evening all.

Tom

From: Garner, Holly [mailto:H-Garner@NGA.GOV]
Sent: Wednesday, April 12, 2017 4:45 PM
To: Hoffman, ThomasH - DM <THOMASH.HOFFMAN@dm.usda.gov>
Cc: MacDougall, Lisa <L-MACDOUGALL@NGA.GOV>; Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>; Fossum, Carmelnita - DM <Carmelnita.Fossum@dm.usda.gov>
Subject: Re: update

Hello all. We are still awaiting a plexi order to arrive for several of the loans. Once that is in, I will coordinate the work with our art handlers and conservators and be in touch with
you about installation.

We will, of course do our best to meet your timeline but it is unlikely the loans will be deliverable within the next two weeks. I will follow up on the plexi order tomorrow.

Kind regards,
Holly

Sent from my iPhone

On Apr 12, 2017, at 4:33 PM, Hoffman, ThomasH - DM <THOMASH.HOFFMAN@dm.usda.gov> wrote:

Holly and Lisa, this is Tom Hoffman from USDA checking in. Please let me know if there is anything I can do to assist with the logistics. I will help coordinate access to the Secretarial Suite and delivery with Security. Do not hesitate to call me on my cell at or at my desk on 202-720-8290. Please do let us know when you have a tentative schedule.

Kind regards,
Tom

Thomas H. Hoffman, AIA, LEED AP
Director
Facilities Management Division
Office of Operations
United States Department of Agriculture
202-720-8290 (desk)
202-720-8290 (cell)
202-720-5019 (fax)
thomash.hoffman@dm.usda.gov

From: Young, Chris - OSEC, Washington, DC
Sent: Monday, April 10, 2017 12:40 PM
To: h-garner@nga.gov
Cc: MacDougall, Lisa <L-MACDOUGALL@NGA.GOV>; Hoffman, ThomasH - DM <THOMASH.HOFFMAN@dm.usda.gov>
Subject: update

Hi there, Holly. Lisa MacDougall shared with me your contact information.

I work in the Secretary’s office at the US Department of Agriculture. We now expect our new Secretary to arrive the evening of Monday, 24 April. I simply wanted to take a moment and check in on the status of the pieces that the National Gallery is so graciously lending to this office. I didn’t know whether or not you expected the pieces to be ready for installation in the next two weeks. We are working feverishly to finalize the details of his office, thereby avoiding any potential disruptions once he is aboard. If you thought you might be ready, I wanted to prepare for that eventuality.
Thank you,
Chris

PS – Lisa has been an absolute delight with whom to work! Extremely knowledgeable and helpful. Thanks to her and your whole team.

L. Christopher Young
Senior Advisor
Office of the Secretary
U.S. Department of Agriculture
Washington, DC 20250

This electronic message contains information generated by the USDA solely for the intended recipients. Any unauthorized interception of this message or the use or disclosure of the information it contains may violate the law and subject the violator to civil or criminal penalties. If you believe you have received this message in error, please notify the sender and delete the email immediately.
<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 13, 2017</td>
<td>All Day Senate Only In Session</td>
</tr>
</tbody>
</table>

Please See Above
<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 14, 2017</td>
<td>All Day Senate Only In Session</td>
<td>Please See Above</td>
</tr>
<tr>
<td>Time</td>
<td>Event Description</td>
<td></td>
</tr>
<tr>
<td>------------</td>
<td>--------------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>12:00 AM -</td>
<td>Senate Only In Session</td>
<td></td>
</tr>
<tr>
<td>12:00 AM</td>
<td>Please See Above</td>
<td></td>
</tr>
<tr>
<td>9:00 AM -</td>
<td>Calendar Review mtg. -- 208-A</td>
<td></td>
</tr>
<tr>
<td>9:30 AM</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10:30 AM -</td>
<td>Weekly mtg. w/ Duane Williams -- 208-A</td>
<td></td>
</tr>
<tr>
<td>11:00 AM</td>
<td></td>
<td></td>
</tr>
<tr>
<td>11:00 AM -</td>
<td>mtg. w/ Greg DiNapoli -- 208A</td>
<td></td>
</tr>
<tr>
<td>11:30 AM</td>
<td></td>
<td></td>
</tr>
<tr>
<td>11:30 AM -</td>
<td>mtg. w/ Ella -- 208-A</td>
<td></td>
</tr>
<tr>
<td>11:45 AM</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3:00 PM -</td>
<td>mtg. w/ Jonathan Alboum/Kate Baun re: personnel issues</td>
<td></td>
</tr>
<tr>
<td>3:30 PM</td>
<td>208-A</td>
<td></td>
</tr>
</tbody>
</table>

---

Julie,

Good afternoon, I would like to facilitate a meeting with Jonathan Alboum, Chief Information Officer, and Chris Young.

Attached you will find the position description, evaluation, and request (SF-52). I have included Kate Baun, to assist in the scheduling.

Please let me know if you need any information. Thank you for your flexibility with the process.

Zakee Gordon
Office of Human Resources Management
Executive Resources Management Division
Room 2-W, J. L. Whitten Building
14th St. & Independence Ave., S.W.
202-720-1057
3:30 PM - 4:00 PM
mtg. w/ Winona Lake Scott re: personnel issues -- 208-A

Julie,

Good afternoon, I would like to facilitate a meeting with Winona Lake Scott, Acting Deputy Assistant for Civil Rights, and Chris Young. [REDACTED].

Attached you will find the position description, and request (SF-52). I have included Gabriella Bolanos, to assist in the scheduling.

Please let me know if you need any information. Thank you for your flexibility with the process.

Zakee Gordon
Office of Human Resources Management
Executive Resources Management Division
Room 2-W, J. L. Whitten Building
14th St. & Independence Ave., S.W.
202-720-1057/[REDACTED]

4:00 PM - 5:00 PM
International Travel mtg. -- 221-A
Zhulieta, could you please forward to appropriate FAS folks? Thank you!
May 16, 2017
Tuesday

12:00 AM - 12:00 AM
House and Senate IN Session

All Day
Open House and Classification Workshop -- Whitten Patio

Good Morning,

Please come out and meet your OHRM Human Resources representatives on Tuesday, May 16, 2017, on the Whitten Building Patio. Times are outlined in the attached flyer. All staff members will be onsite and available to address your questions and concerns.

A classification workshop is also being offered twice that day, once at 10:00 and again at 2:30. Details are also outlined in the attached flyer.

Hope to see you Tuesday, May 16, at the Open House. Please let us know if you have any questions.

Patty

Patricia L Moore
Director, Executive Resources Management Division
OHRM, Room 309W
202-720-8629

9:00 AM - 10:00 AM
Scheduling Meeting -- 221-A

10:30 AM - 11:00 AM
Standing Mtg. w/ HR - re: Executive Resource Issues -- Chris's Office
From: Carr, Rhonda - DM
Sent: Thursday, April 13, 2017 2:34 PM
To: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>; Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>
Cc: Moore, Patty - DM <Patty.Moore@dm.usda.gov>; Meighan, Terri - DM <Terri.Meighan@dm.usda.gov>
Subject: RE: Request for standing meeting

30 minutes and we may need a few weekly upfront but biweekly should be good. Thanks.

From: Young, Chris - OSEC, Washington, DC
Sent: Thursday, April 13, 2017 2:29 PM
To: Carr, Rhonda - DM <Rhonda.Carr@dm.usda.gov>; Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>
Cc: Moore, Patty - DM <Patty.Moore@dm.usda.gov>; Meighan, Terri - DM <Terri.Meighan@dm.usda.gov>
Subject: RE: Request for standing meeting

Julie, I asked Rhonda to add this.

Rhonda, do you think a 30-minute block weekly or biweekly is sufficient?

From: Carr, Rhonda - DM
Sent: Thursday, April 13, 2017 2:02 PM
To: Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>
Cc: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>; Moore, Patty - DM <Patty.Moore@dm.usda.gov>; Meighan, Terri - DM <Terri.Meighan@dm.usda.gov>
Subject: Request for standing meeting

Hi Julie,

Just want to put on your radar....to schedule a standing meeting with Chris, Patty, Terri, and I to discuss Executive Resources issues. Tentatively starting in May.....Many thanks.

RHONDA C. CARR | Deputy Director, Executive Resources Management Division
Office of Human Resources Management | Departmental Management | U.S. Department of Agriculture
1400 Independence Avenue, SW | JLLW Building | Room 309W
Washington, D.C. 20250
202/720-3967-Direct | (6) Cell
rhonda.carr@dm.usda.gov

11:00 AM - 11:30 AM
ttg. w/ re: Personnel Issues -- 208-A

Julie … Good Afternoon. Hope all is well.

The initial e-mail regarding subject meeting had 4 actions to be discussed. Please note that he will present the following:

Weeks
Martin
Rivera-Hall

I have those attached for your convenience.

Respectfully request an e-mail of acknowledgment to this follow-up.

Thank you,
Tina

Respectfully,

Tina Bailey
Assistant to the Chief Forest Service
Washington Office
p: 202-205-8439

Trebail@fs.fed.us
201 14th Street SW
Washington, DC 20250
www.fs.fed.us
May 16, 2017 Continued
Tuesday

5:30 PM - 7:00 PM

(b) (5)
May 17, 2017
Wednesday

All Day
House and Senate IN Session
Please See Above

12:00 AM - 12:00 AM
Travel - SD
TRAVELER NOTICE - Many airlines charge fees for baggage and other services. Amounts vary by airline and are subject to change. Travelers are responsible for verifying all fees charged by individual carriers. Please visit the operating carrier website of your ticketed itinerary for applicable fees.

To view your trip via Viewtrip, please click here

Printer Friendly

Ticket Receipt
Total Amount: 869.60 USD
This ticket information applies to the following trip(s):

Delta Air Lines Flight 6294 from Washington DC to Minneapolis MN on May 17 (Operated By: GoJet Airlines DBA Delta Connection)
Delta Air Lines Flight 4452 from Minneapolis MN to Rapid City SD on May 17 (Operated By: Skywest DBA Delta Connection)
Delta Air Lines Flight 4699 from Rapid City SD to Minneapolis MN on May 21 (Operated By: Skywest DBA Delta Connection)
Delta Air Lines Flight 1187 from Minneapolis MN to Washington DC on May 21

Electronic Ticket Number: 0068662508804
Invoice Number: EZ0161983
Ticket Amount: 869.60 USD
Form of Payment: V**************3392

Travel Summary – Agency Record Locator KFVG4I

<table>
<thead>
<tr>
<th>Traveler</th>
<th>YOUNG / LARRY C</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reference number by traveler: A00X96</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Date</th>
<th>From/To</th>
<th>Flight/Vendor</th>
<th>Status</th>
<th>Depart/Arrive</th>
<th>Class/Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>05/17/2017</td>
<td>IAD-MSP</td>
<td>DL 6294*</td>
<td>Confirmed</td>
<td>01:01 PM/02:49 PM</td>
<td>Economy / M</td>
</tr>
<tr>
<td>05/17/2017</td>
<td>MSP-RAP</td>
<td>DL 4452*</td>
<td>Confirmed</td>
<td>04:40 PM/05:30 PM</td>
<td>Economy / M</td>
</tr>
<tr>
<td>05/17/2017</td>
<td>RAP</td>
<td>*(b) (6)</td>
<td>Confirmed</td>
<td>05/17/05/19</td>
<td></td>
</tr>
<tr>
<td>05/19/2017</td>
<td>LBF</td>
<td>*(b) (6)</td>
<td>Confirmed</td>
<td>05/19/05/20</td>
<td></td>
</tr>
<tr>
<td>05/20/2017</td>
<td>RAP</td>
<td>*(b) (6)</td>
<td>Confirmed</td>
<td>05/20/05/21</td>
<td></td>
</tr>
<tr>
<td>05/21/2017</td>
<td>RAP-MSP</td>
<td>DL 4699*</td>
<td>Confirmed</td>
<td>12:30 PM/03:10 PM</td>
<td>Economy / Y</td>
</tr>
<tr>
<td>05/21/2017</td>
<td>MSP-DCA</td>
<td>DL 1187</td>
<td>Confirmed</td>
<td>05:50 PM/09:28 PM</td>
<td>Economy / Y</td>
</tr>
</tbody>
</table>

AIR - Wednesday, May 17 2017 - Agency Record Locator KFVG4I

Delta Air Lines Flight DL6294 Economy

<table>
<thead>
<tr>
<th>Depart</th>
<th>Dulles Intl</th>
<th>Washington, District of Columbia, United States</th>
<th>01:01 PM Wednesday, May 17 2017</th>
<th>Weather</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arrive</td>
<td>St Paul Intl</td>
<td>Terminal 1</td>
<td>Minneapolis, Minnesota, United States</td>
<td>02:49 PM Wednesday, May 17 2017</td>
</tr>
<tr>
<td>Duration</td>
<td>2 hour(s) and 48 minute(s) Non-stop</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Status</td>
<td>Confirmed - Delta Air Lines Record Locator G4H4RW</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Meal</td>
<td>Refreshments for Purchase</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Equipment</td>
<td>Canadair Regional Jet 700</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operated By</td>
<td>GoJet Airlines DBA Delta Connection</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Seat</td>
<td>12C (Non smoking) Confirmed</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
**AIR - Wednesday, May 17 2017 - Agency Record Locator KFVG4I**

<table>
<thead>
<tr>
<th>Delta Air Lines</th>
<th>Flight DL4452</th>
<th>Economy</th>
</tr>
</thead>
<tbody>
<tr>
<td>Depart</td>
<td>St Paul Intl, Terminal 1</td>
<td>04:40 PM Wednesday, May 17 2017</td>
</tr>
<tr>
<td>Minneapolis, Minnesota, United States</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Arrive</td>
<td>Rapid City Regional Airport</td>
<td>05:30 PM Wednesday, May 17 2017</td>
</tr>
<tr>
<td>Rapid City, South Dakota, United States</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Duration</td>
<td>1 hour(s) and 50 minute(s) Non-stop</td>
<td></td>
</tr>
<tr>
<td>Total duration</td>
<td>6 hour(s) and 28 minute(s) including layover(s)</td>
<td></td>
</tr>
<tr>
<td>Status</td>
<td>Confirmed - Delta Air Lines Record Locator G4H4RW</td>
<td></td>
</tr>
<tr>
<td>Equipment</td>
<td>Canadair Regional Jet</td>
<td></td>
</tr>
<tr>
<td>Operated By</td>
<td>Skywest Dba Delta Connection</td>
<td></td>
</tr>
<tr>
<td>Seat</td>
<td>08C (Non smoking) Confirmed</td>
<td></td>
</tr>
<tr>
<td>FF Number</td>
<td>XXXX0007357 - YOUNG/LARRY C</td>
<td></td>
</tr>
<tr>
<td>Distance</td>
<td>488 miles / 785.192 kilometers</td>
<td></td>
</tr>
<tr>
<td>CO2 Emissions</td>
<td>214.72 lbs/97.6 kgs</td>
<td></td>
</tr>
</tbody>
</table>

**HOTEL - Wednesday, May 17 2017**

| Address         | (b) (6) |
| Tel:            | (b) (6) |
| Fax:            | (b) (6) |
| Check In/Check Out: | Wednesday, May 17 2017 - Friday, May 19 2017 |
| Status          | Confirmed |
| Number of Persons: | 1 |
| Number of Rooms: | 1 |
| Number of Nights: | 2 |
| Rate per night: | USD 150.00 plus tax and any additional fees |
| Guaranteed:     | Yes |
| Confirmation:   | 3343155778 |
| Cancellation Policy: | Cancel 2 days prior to arrival local hotel time to avoid any charges. |
| CO2 Emissions:  | Per night is approximately 63.8 lbs/29 kgs |
| Information:    | ZD112119461 |
| Remarks:        | CREDIT CARD REQUIRED AT CHECK IN |

**HOTEL - Friday, May 19 2017**

| Address         | (b) (6) |
| Tel:            | (b) (6) |
| Fax:            | (b) (6) |
| Check In/Check Out: | Friday, May 19 2017 - Saturday, May 20 2017 |
| Status          | Confirmed |
| Number of Nights: | 1 |
| Rate per night: | USD 90.00 plus tax and any additional fees |
| Guaranteed:     | Yes |
| Confirmation:   | 1319534 |
| CO2 Emissions:  | Per night is approximately 63.8 lbs/29 kgs |
### HOTEL - Saturday, May 20 2017

**Address:**

**Tel:**

**Fax:**

**Check In/Check Out:** Saturday, May 20 2017 - Sunday, May 21 2017

**Status:** Confirmed

**Number of Persons:** 1

**Number of Rooms:** 1

**Number of Nights:** 1

**Rate per night:** USD 131.00 plus tax and any additional fees

**Guaranteed:** Yes

**Confirmation:** 92515229

**Corp. Discount:** XXXXV

**CO2 Emissions:** Per night is approximately 63.8 lbs/29 kgs

**Remarks:**

- CANCEL 24 HOURS PRIOR TO ARRIVAL
- CREDIT CARD REQUIRED AT CHECK IN

### AIR - Sunday, May 21 2017 - Agency Record Locator KFGV4I

**Delta Air Lines Flight DL4699 Economy**

**Depart:**

- Rapid City Regional Airport
- Rapid City, South Dakota, United States
- 12:30 PM Sunday, May 21 2017

**Arrive:**

- St Paul Intl, Terminal 1
- Minneapolis, Minnesota, United States
- 03:10 PM Sunday, May 21 2017

**Duration:** 1 hour(s) and 40 minute(s) Non-stop

**Status:**

- Confirmed - Delta Air Lines Record Locator: G4H4RW

**Equipment:**

- Canadian Regional Jet

**Operated By:**

- Skywest Dba Delta Connection

**Seat:**

- 08C (Non smoking) Confirmed

**FF Number:**

- XXXX007357 - YOUNG/LARRY C

**Distance:**

- 488 miles / 785.192 kilometers

**CO2 Emissions:**

- 214.72 lbs/97.6 kgs

### AIR - Sunday, May 21 2017 - Agency Record Locator KFGV4I

**Delta Air Lines Flight DL1167 Economy**

**Depart:**

- St Paul Intl, Terminal 1
- Minneapolis, Minnesota, United States
- 05:50 PM Sunday, May 21 2017

**Arrive:**

- Ronald Reagan National, Terminal B
- Washington, District of Columbia, United States
- 09:28 PM Sunday, May 21 2017

**Duration:**

- 2 hour(s) and 38 minute(s) Non-stop

**Total duration:**

- 6 hour(s) and 58 minute(s) including layover(s)

**Status:**

- Confirmed - Delta Air Lines Record Locator: G4H4RW

**Meal:**

- Refreshments for Purchase

**Equipment:**

- Boeing (Douglas) MD-90

**Seat:**

- 27C (Non smoking) Confirmed
FF Number: XXXX007357 - YOUNG/LARRY C
Distance: 928 miles / 1493 152 kilometers
CO2 Emissions: 408.32 lbs/185.6 kgs

Remarks
FOR 24/7 TRAVEL ASSISTANCE PLEASE CONTACT
THE BCD TRAVEL TEAM AT 1-800-877-6120
FOR OUTSIDE THE US CALL COLLECT 770-829-2603
FOR THE HEARING IMPAIRED, PLEASE DIAL 711
TO ACCESS RELAY SERVICE, PROVIDE PHONE
NUMBER OF 1-800-877-6120 TO ACCESS TRAVEL
DUE TO RECENT CHANGES IN THE FY15 GOVERNMENT CITY PAIR
PROGRAM CPC® your air reservations are subject to
CANCELLATION BY THE AIRLINES IF NOT TICKETED AT LEAST
48 HOURS PRIOR TO SCHEDULED DEPARTURE
PLEASE ENSURE ALL NECESSARY APPROVALS ARE PROCESSED IN
ACCORDANCE WITH YOUR AGENCY's BUSINESS RULES BUT NO LESS
THAN 3 BUSINESS DAYS PRIOR TO DEPARTURE TO ENSURE TICKETING.
THIS 48 HOUR CANCELLATION RULE DOES NOT APPLY TO
INTERNATIONAL RESERVATIONS UNLESS YOUR TRIP HAS DOMESTIC
CONNECTIONS ON MORE THAN ONE AIRLINE OR THESE
RESERVATIONS REQUIRE SEPARATE AIR TICKETS.

CHECK-IN TIMES ARE 90 MINUTES PRIOR TO DEPARTURE
FOR DOMESTIC FLIGHTS OR 120 MINUTES FOR INTERNATIONAL
ELECTRONIC TICKET/S WILL BE ISSUED FOR THIS TRIP
CHECKED BAGGAGE POLICIES VARY BASED ON CARRIER AND FINAL
DEPARTURE/ARRIVAL. FOR THE LATEST INFORMATION PLEASE CHECK
WITH YOUR TRAVEL CONSULTANT OR THE AIRLINES WEBSITE.

12May/08:24AM
Estimated trip total 1,479.96 USD

<table>
<thead>
<tr>
<th>Air</th>
<th>Car</th>
<th>Hotel</th>
<th>Rail</th>
<th>Other</th>
</tr>
</thead>
<tbody>
<tr>
<td>869.60 USD</td>
<td></td>
<td>610.36 USD</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Fare details: Ticketed

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Fare information</th>
<th>Refund restrictions before departure</th>
<th>Change restrictions after ticketing</th>
<th>Ticket information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Air</td>
<td>DL6284 17May</td>
<td>Total: USD 869.60</td>
<td>REFUND RESTRICTIONS MAY APPLY</td>
<td>CHANGE RESTRICTIONS MAY APPLY</td>
</tr>
<tr>
<td></td>
<td>DL4452 17May</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>DL6499 21May</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>DL1187 21May</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

All quotes are provider quotes excluding possible taxes and charges en route. Currency conversions shown in this itinerary receipt are done using the bank rate applicable at the date shown in the header of this document. Please note that some local taxes and charges may be invoiced during your trip and cannot be shown at time of reservation.

Advice to Passengers

Transportation of Hazardous Materials

Federal law forbids the carriage of hazardous material aboard the aircraft, in your luggage, or on your person. A violation can result in 5 years imprisonment and penalties of $250,000 or more (49 U.S.C 5124). Hazardous materials include explosives, compressed gases, flammable liquids and solids, oxidizers, poisons, corrosives and radioactive materials.

Forbidden Dangerous Items Examples:

Paints, lighter fluid, fireworks, tear gas, oxygen bottles and radiopharmaceuticals. There are special exceptions for small quantities (up to 70 ounces total) of medicinal and toilet articles carried in your luggage.
and certain smoking materials carried on your person. For further information, contact your airline representative.

Note: Spare batteries and fuel cells are not permitted in checked or hold baggage. These items MUST be packed in carry-on baggage. If your carry-on bag is gate checked, the spare batteries and fuel cells must be removed and carried in the cabin.

This email was generated at 12May/1:24 PM UTC

BCD Travel acts only as an agent for the airlines, hotels, bus companies, railroads, tour operators, cruise lines, car rental companies, and other similar third parties providing accommodations, transportation, or other meeting and travel related services (“Suppliers”). Suppliers are independent and do not act for or on behalf of BCD Travel, are not employees of BCD Travel, and do not have a joint venture or partnership with BCD Travel. Suppliers have their own terms and conditions for the services they provide, and you agree to abide by the terms and conditions set forth in any and all documents for any such Supplier services, including, without limitation, all cancellation fees. By utilizing the services represented by this itinerary, you agree to the foregoing and also agree that neither BCD Travel or its parent, affiliates, subsidiaries, partners, agents, and their respective officers, directors, employees, and representatives shall be or become liable for any loss, cost, expense, injury, accident, or damage to person or property resulting directly or indirectly from (i) the acts or omissions of Suppliers, including, but not limited to, delays or cancellation of services, cessation of operations, breakdown in machinery or equipment, or changes in fares, itineraries, or schedules; and/or (ii) acts of God, dangers incident to the sea, fires, acts of government or other authorities, wars, acts of terrorism, civil unrest, strikes, riots, thefts, pilferage, epidemics, quarantines, other diseases, climatic aberrations, or from any other cause beyond BCD Travel’s control. Please see additional terms and conditions related to this itinerary at Terms and Conditions.
9:00 AM - 9:30 AM  Calendar Review mtg. -- 208-A

11:00 AM - 11:15 AM  depart for IAD - 1:01p flight - w/ FFAS Driver
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>House and Senate IN Session</td>
</tr>
<tr>
<td>All Day</td>
<td>Travel - SD</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
<tr>
<td>2:00 PM - 3:00 PM</td>
<td>PDI Conference Call</td>
</tr>
<tr>
<td>Time</td>
<td>Event</td>
</tr>
<tr>
<td>--------------</td>
<td>-----------------------------------------------</td>
</tr>
<tr>
<td>All Day</td>
<td>House and Senate IN Session Please See Above</td>
</tr>
<tr>
<td>All Day</td>
<td>Travel - SD Please See Above</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
<tr>
<td>1:00 PM - 1:30 PM</td>
<td>Rural Prosperity Taskforce Mtg. -- 888-844-9904 Code: [b] (6) [b]</td>
</tr>
<tr>
<td>All Day</td>
<td>House and Senate IN Session</td>
</tr>
<tr>
<td>---------</td>
<td>-----------------------------</td>
</tr>
<tr>
<td>All Day</td>
<td>Travel - SD</td>
</tr>
<tr>
<td>Time</td>
<td>Event</td>
</tr>
<tr>
<td>-------------------</td>
<td>------------------------</td>
</tr>
<tr>
<td>All Day</td>
<td>House and Senate IN Session</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>Travel - SD</td>
</tr>
</tbody>
</table>
May 22, 2017
Monday

All Day
House and Senate IN Session
Please See Above

9:00 AM - 9:30 AM
Calendar Review mtg. -- 208-A

10:30 AM - 11:00 AM
Weekly mtg. w/ Duane Williams -- 208-A

11:00 AM - 11:30 AM
mtg. w/ Lilla McFarland -- 208-A
From: McFarland, Lilia - FSA, Washington, DC
Sent: Monday, May 15, 2017 9:56 AM
To: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>
Subject: FFA

Hey Chris,

I just had a great meeting with Riley Pagett, FFA, following up on your meeting with him last week.

I’d love to connect with you when you’ve got time/opportunity to see how I can be helpful in getting the follow up cooking in earnest.

What’s the best way to get your thoughts on a few things?

Thanks in advance!

Sincerely,

Lilia McFarland
New and Beginning Farmer and Rancher Program Coordinator
U.S. Department of Agriculture
Phone: (202) 401-7169
Email: lilia.mcfarland@wdc.usda.gov

Learn more about USDA’s work to support the next generation of farmers and ranchers at www.usda.gov/newfarmers.

4:00 PM - 4:30 PM
mtg. w/ Thomas Christensen/Leonard Jordan re: personnel issues -- 208-A

(b) (5) Deliberative

Good morning Julie,

I’m the HR Specialist that services NRCS. I have included Deborah Miles, Executive Assistant...
to Thomas Christensen the Associate Chief for Operations, Joyce Hawkins, Executive Assistant to Acting Chief Leonard Jordan, to assist in scheduling a meeting to discuss these actions and Melissa Drummond the Chief Human Resources Officer, the POC for all SES actions. Please let me know if you need anything else.

Thank you

Penni S. Scriven
SES Hiring Team-FNCS/Forest Service/NRCS
US Department of Agriculture
Departmental Management
Human Resources Operations Division
1400 Independence Ave. SW Room 325-W
Washington DC 20250
202-260-8782 (Office)
(b) (6) (Cell) – Telework Tues & Fri
202-720-2772 (Fax)
Penni.Scriven@dm.usda.gov

Click here to see what’s new in HROD: HROD SharePoint Site
May 23, 2017

House and Senate IN Session

9:00 AM - 10:00 AM

Scheduling Meeting -- 221-A

10:30 AM - 11:00 AM

mtg. w/ David Byrd -- 208-A

Best way for me to respond quickly is to call my personal cell [b](6) [redacted], my HUD desk phone 202-402-5973, or my HUD email above.

1:00 PM - 2:00 PM

Rural Prosperity Task Force LOGISTICS Planning -- 208A

All,

Based on confirmed and pending Cabinet participation, we are now good for a June 8 Rural Prosperity Task Force kickoff meeting. We need to have a logistics planning meeting tomorrow. This isn’t a policy content meeting, rather one to lay out how things will look, feel, sound, etc. I would appreciate your attendance.

In some instances, I have invited multiple people from an office. If all can’t attend, that’s perfectly fine.

Blake and Carly, I’m not sure how we will socialize this with the Hill and IGA stakeholders. So if you think it would be beneficial, please attend.

Chris

2:00 PM - 2:30 PM

mtg. w/ APHIS Leadership re: personnel -- 208-A

Julie,

APHIS leadership needs to meet with Chris early next week. [b](5) Deliberative please let us know if this could be a priority on his schedule due to the time constraints with specific moves that may follow.

As always, thank you for your continued assistance with this process.

Respectfully,
May 23, 2017 Continued
Tuesday

Terri E. Meighan
Deputy Director, Operations – Executive Resources Management Division
Office of Human Resources Management
United States Department of Agriculture/Room: 315-W
Office: 202-720-2655
Cell: (b) (b)  [redacted]

Click here to see what's new in HROD: HROD SharePoint Site

4:00 PM - 5:00 PM
Monthly Team Meeting -- S-310-J - Operations Center Exec SCIF
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>Please See Above</td>
</tr>
<tr>
<td>All Day</td>
<td>(D) (G) - out sick</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
<tr>
<td>10:00 AM - 11:00 AM</td>
<td>Canada/Mexico/USA Trilateral Planning Meeting -- 208A</td>
</tr>
<tr>
<td></td>
<td>Zhulieta, I am not sure who from FAS needs to be in attendance, but</td>
</tr>
<tr>
<td></td>
<td>please forward as necessary.</td>
</tr>
<tr>
<td>11:00 AM - 12:00 PM</td>
<td>mtg. w/ Rhonda Carr/Kimm Hobbs/Joycelyn Davis - re: performance management -- 208A</td>
</tr>
<tr>
<td>3:00 PM - 3:30 PM</td>
<td>Canada Trip Timeline Meeting with FAS -- 208A</td>
</tr>
</tbody>
</table>
Hi Julie,

Can you please let me know a time where Heidi and Chris are available for a continuity of operations brief? This will be unclassified and can occur in 200-A or in our space – your choice.

This will take 30 minutes. Ideally, week of 5/15 (not Monday or Friday) or 5/22.

Participants:
Josh Bornstein – (A) Director, OHSEC
Mike O’Connor – Associate Director, OHSEC
John Aucott – Chief, Continuity and Planning Division, OHSEC

Thank you,
Josh

Josh Bornstein
(A) Director
Office of Homeland Security and Emergency Coordination
United States Department of Agriculture
Main: 202.720.2582
Direct: (b)(6)
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>(b) (6) Out</td>
</tr>
<tr>
<td>All Day</td>
<td>Senate Only In Session</td>
</tr>
<tr>
<td>8:00 AM - 11:00 AM</td>
<td>60 Day Strategy Meeting -- 108-A &amp; Call in number below</td>
</tr>
<tr>
<td></td>
<td>888-844-9904</td>
</tr>
<tr>
<td></td>
<td>Code: (b) (6)</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
<tr>
<td>11:30 AM - 12:00 PM</td>
<td>Rural Prosperity Task Force Logistics Follow-up -- 208A</td>
</tr>
<tr>
<td>2:00 PM - 2:30 PM</td>
<td>mtg. w/ Heidi, Tim, Stephen, Turner - re: Outreach -- 208-A - Chris's office</td>
</tr>
<tr>
<td>Time</td>
<td>Event</td>
</tr>
<tr>
<td>------------------</td>
<td>--------------------------------------------</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>Heidi out of the office</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>House and Senate In RECESS</td>
</tr>
<tr>
<td>Time</td>
<td>Event</td>
</tr>
<tr>
<td>------------------</td>
<td>-----------------------------</td>
</tr>
<tr>
<td>All Day</td>
<td>Heidi out of the office</td>
</tr>
<tr>
<td>All Day</td>
<td>House and Senate in RECESS</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>Travel</td>
</tr>
</tbody>
</table>
TRAVELER NOTICE - Many airlines charge fees for baggage and other services. Amounts vary by airline and are subject to change. Travelers are responsible for verifying all fees charged by individual carriers. Please visit the operating carrier website of your ticketed itinerary for applicable fees.

To view your trip via Viewtrip, please click here

Printer Friendly
Duration: 1 hour(s) and 32 minute(s) Non-stop
Total duration: 6 hour(s) and 57 minute(s) including layover(s)
Status: Confirmed - Delta Air Lines Record Locator H37X9W
Equipment: Canadair Regional Jet
Operated By: Skywest Dba Delta Connection
Seat: Assigned at Check-in
FF Number: XXXX007357 - YOUNG/LARRY C
Distance: 463 miles / 744.967 kilometers
CO2 Emissions: 203.72 lbs/92.6 kgs

HOTEL - Tuesday, May 30 2017
Address: (b) (6)
Tel: (b) (6)
Fax: (b) (6)
Check In/Check Out: Tuesday, May 30 2017 - Wednesday, May 31 2017
Status: Confirmed
Number of Persons: 1
Number of Rooms: 1
Number of Nights: 1
Rate per night: USD 91.00 plus tax and any additional fees
Guaranteed: Yes
Confirmation: 62397277
CO2 Emissions: Per night is approximately 63.8 lbs/29 kgs
Additional: CD-FEDROOMS INTERN
Information: CANCEL BY 6PM DAY OF ARRIVAL
Remarks: CREDIT CARD REQUIRED AT CHECK IN

HOTEL - Thursday, June 1 2017
Address: (b) (6)
Tel: (b) (6)
Fax: (b) (6)
Check In/Check Out: Thursday, June 1 2017 - Saturday, June 3 2017
Status: Confirmed
Number of Persons: 1
Number of Rooms: 1
Number of Nights: 2
Rate per night: USD 189.00 plus tax and any additional fees
Guaranteed: Yes
Confirmation: 80849778
Frequent Guest ID: XXXX30413
CO2 Emissions: Per night is approximately 63.8 lbs/29 kgs
Additional: ZD703979304
Information: CANCEL 24 HOURS PRIOR TO ARRIVAL
Remarks: CREDIT CARD REQUIRED AT CHECK IN

Remarks
FOR 24/7 TRAVEL ASSISTANCE PLEASE CONTACT
THE BCD TRAVEL TEAM AT 1-800-877-6120
FOR OUTSIDE THE US CALL COLLECT 770-829-2603
FOR THE HEARING IMPAIRED, PLEASE DIAL 711
TO ACCESS RELAY SERVICE, PROVIDE PHONE
NUMBER OF 1-800-877-6120 TO ACCESS TRAVEL
DUE TO RECENT CHANGES IN THE FY15 GOVERNMENT CITY PAIR

307 of 478
PROGRAM/CPP YOUR AIR RESERVATIONS ARE SUBJECT TO CANCELLATION BY THE AIRLINES IF NOT TICKETED AT LEAST 48 HOURS PRIOR TO SCHEDULED DEPARTURE. PLEASE ENSURE ALL NECESSARY APPROVALS ARE PROCESSED IN ACCORDANCE WITH YOUR AGENCY'S BUSINESS RULES BUT NO LESS THAN 3 BUSINESS DAYS PRIOR TO DEPARTURE TO ENSURE TICKETING. THIS 48 HOUR CANCELLATION RULE DOES NOT APPLY TO INTERNATIONAL RESERVATIONS UNLESS YOUR TRIP HAS DOMESTIC CONNECTIONS ON MORE THAN ONE AIRLINE OR THESE RESERVATIONS REQUIRE SEPARATE AIR TICKETS.

CHECK-IN TIMES ARE 90 MINUTES PRIOR TO DEPARTURE FOR DOMESTIC FLIGHTS OR 120 MINUTES FOR INTERNATIONAL ELECTRONIC TICKET/S WILL BE ISSUED FOR THIS TRIP. CHECKED BAGGAGE POLICIES VARY BASED ON CARRIER AND FINAL DESTINATION. FOR THE LATEST INFORMATION PLEASE CHECK WITH YOUR TRAVEL CONSULTANT OR THE AIRLINES WEBSITE.

Estimated trip total: 1,041.31 USD

<table>
<thead>
<tr>
<th>Mode</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Air</td>
<td>514.80 USD</td>
</tr>
<tr>
<td>Car</td>
<td>528.51 USD</td>
</tr>
</tbody>
</table>

**Fare details: Ticketed**

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Fare information</th>
<th>Refund restrictions before departure</th>
<th>Change restrictions after ticketing</th>
<th>Ticket information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Air DL064 30May DL4760 30May</td>
<td>Total: USD 514.80</td>
<td>REFUND MAY APPLY</td>
<td>CHANGE RESTRICTIONS MAY APPLY</td>
<td></td>
</tr>
</tbody>
</table>

All quotes are provider quotes excluding possible taxes and charges on route. Currency conversions shown in this itinerary receipt are done using the bank rate applicable at the date shown in the header of this document. Please note that some local taxes and charges may be invoiced during your trip and cannot be shown at time of reservation.

Advice to Passengers

**Transportation of Hazardous Materials**

Federal law forbids the carriage of hazardous material aboard the aircraft, in your luggage, or on your person. A violation can result in 5 years imprisonment and penalties of $250,000 or more (49 U.S.C 5124). Hazardous materials include explosives, compressed gases, flammable liquids and solids, oxidizers, poisons, corrosives and radioactive materials.

**Forbidden Dangerous Items Examples:**

- Paints, lighter fluid, fireworks, tear gases, oxygen bottles and radiopharmaceuticals. There are special exceptions for small quantities (up to 70 ounces total) of medicinal and toilet articles carried in your luggage and certain smoking materials carried on your person. For further information, contact your airline representative.

- Note: Spare batteries and fuel cells are not permitted in checked or hold baggage. These items MUST be packed in carry-on baggage. If your carry-on bag is gate checked, the spare batteries and fuel cells must be removed and carried in the cabin.

This email was generated at 25May/10:34 PM UTC

BCD Travel acts only as an agent for the airlines, hotels, bus companies, railroads, tour operators, cruise lines, car rental companies, and other similar third parties providing accommodations, transportation, or other meeting and travel related services ("Suppliers"). Suppliers are independent and do not act for or on behalf of BCD Travel, are not employees of BCD Travel, and do not have a joint venture or partnership with BCD Travel. Suppliers have their own terms and conditions for the services they provide, and you agree to abide by the terms and conditions set forth in any and all documents for any such Supplier services, including,
without limitation, all cancellation fees. By utilizing the services represented by this itinerary, you agree to the foregoing and also agree that neither BCD Travel or its parent, affiliates, subsidiaries, partners, agents, and their respective officers, directors, employees, and representatives shall be or become liable for any loss, cost, expense, injury, accident, or damage to person or property resulting directly or indirectly from (i) the acts or omissions of Suppliers, including, but not limited to, delays or cancellation of services, cessation of operations, breakdown in machinery or equipment, or changes in fares, itineraries, or schedules; and/or (ii) acts of God, dangers incident to the sea, fires, acts of government or other authorities, wars, acts of terrorism, civil unrest, strikes, riots, thefts, pilferage, epidemics, quarantines, other diseases, climatic aberrations, or from any other cause beyond BCD Travel’s control. Please see additional terms and conditions related to this itinerary at [Terms and Conditions](#).
12:00 AM - 12:00 AM  
- Great Falls, MT - Confirmation #’s  
Confirmation # for 5/30-5/31 – 62327277  
Confirmation # for 5/31-6/1 - 1306316

All Day
(b) (5) - out

9:00 AM - 10:00 AM  
Scheduling Meeting -- 221-A

1:00 PM - 1:30 PM  
APLU Briefing -- 200A

2:20 PM - 2:30 PM  
Weekly mtg. w/ Duane Williams -- 208-A

3:00 PM - 3:15 PM  
preparation for departure for DCA - 4:55p flight

3:30 PM - 3:45 PM  
depart for DCA w/ [b (6), (b) (7)(C)]

4:00 PM - 4:30 PM  
Savannah Planning Call

I may not be available for the whole call, because I’ll be heading to/at the airport to fly out west. Brynn’s initial (terrific) draft is attached.

888-844-9904 and the access code is: [b (6)]
May 31, 2017
Wednesday

All Day
(b) (5) - out of the office

Please See Above

All Day
House and Senate In RECESS

Please See Above

All Day
Travel

Please See Above

All Day
(b) (6) - Great Falls, MT - Confirmation #’s

Please See Above

All Day
(b) (6) - out

9:00 AM - 9:30 AM
Calendar Review mtg. -- 208-A

2:00 PM - 3:30 PM
FW: USDA Meeting on Personnel Sections of M-17-22 -- USDA HQ

-----Original Appointment-----
From: Seidner, Rob B. EOP/OMB [mailto:Robert_B_Seidner@omb.eop.gov]
Sent: Thursday, May 11, 2017 4:19 PM
To: Seidner, Rob B. EOP/OMB; Jeanquart, Bobbi - DM; Harry, Sharntay - DM; Wiggins, Marsha A - DM
Subject: USDA Meeting on Personnel Sections of M-17-22
When: Wednesday, May 31, 2017 2:00 PM-3:30 PM (UTC-05:00) Eastern Time (US & Canada).
Where: USDA HQ

Per your request

Please let me know the address and room number or other instructions for when we arrive/info needed to submit information in advance for security. Please remember we would like representatives from your GC and components to participate. The Agency Reform Plan SAO is also invited to attend.

Rob Seidner
Performance Manager, Human Capital Policy
Office of Management & Budget
Executive Office of the President of the U.S.
(202) 395-4633

[Image]
Canada Trip Countdown Meeting -- 5091-S and call-in
Meeting to review the attached notional agenda and raise any outstanding questions in preparation for the June 5 Canada trip.

Please forward invite as needed.

Call-in number:
1-888-844-9904 or 1-816-423-4261
Access: (b) (6)
November 1, 2017
Wednesday

All Day

House & Senate IN Session

Please See Above

12:00 AM - 12:00 AM

Travel - Kansas City MO

Denise O’Dell, Events Manager
Agriculture Future of America

P: 816-472-4232 ext. 18 | C: (b)(6) | F: 816-472-4239
TRAVELER NOTICE - Many airlines charge fees for baggage and other services. Amounts vary by airline and are subject to change. Travelers are responsible for verifying all fees charged by individual carriers. Please visit the operating carrier website of your ticketed itinerary for applicable fees.

To view your trip via Viewtrip, please click here.

Ticket Receipt

Total Amount: 419.60 USD
This ticket information applies to the following trip(s):

- Delta Air Lines Flight 2158 from Washington DC to Atlanta GA on November 01
- Delta Air Lines Flight 1926 from Atlanta GA to Kansas City MO on November 01
- Delta Air Lines Flight 731 from Kansas City MO to Detroit MI on November 03
- Delta Air Lines Flight 592 from Detroit MI to Washington DC on November 03

Electronic Ticket Number: 0067006361478
Invoice Number: E20121325
Ticket Amount: 419.60 USD
Form of Payment: V**********3382

Travel Summary – Agency Record Locator Q10T9K

Traveler:
YOUNG / LARRY C
Reference number by traveler: A0WE2J

<table>
<thead>
<tr>
<th>Date</th>
<th>From/To</th>
<th>Flight/Vendor</th>
<th>Status</th>
<th>Depart/Arrive</th>
<th>Class/Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>11/01/2017</td>
<td>DCA-ATL</td>
<td>DL 2158</td>
<td>Confirmed</td>
<td>04:15 PM/06:11 PM</td>
<td>Economy / U</td>
</tr>
<tr>
<td>11/01/2017</td>
<td>ATL-MCI</td>
<td>DL 1926</td>
<td>Confirmed</td>
<td>07:05 PM/08:11 PM</td>
<td>Economy / U</td>
</tr>
<tr>
<td>11/03/2017</td>
<td>MCI-DTW</td>
<td>DL 731</td>
<td>Confirmed</td>
<td>06:17 AM/09:09 AM</td>
<td>Economy / U</td>
</tr>
<tr>
<td>11/03/2017</td>
<td>DTW-DCA</td>
<td>DL 592</td>
<td>Confirmed</td>
<td>10:20 AM/11:44 AM</td>
<td>Economy / U</td>
</tr>
</tbody>
</table>

AIR - Wednesday, November 1 2017 - Agency Record Locator Q10T9K

Delta Air Lines Flight DL2158 Economy

Depart:
Ronald Reagan National, Terminal B
Washington, District of Columbia, United States
04:15 PM Wednesday, November 1 2017

Arrive:
Hartsfield-Jackson ATL S - Terminal South
Atlanta, Georgia, United States
06:11 PM Wednesday, November 1 2017

Duration: 1 hour(s) and 56 minute(s) Non-stop
Status: Confirmed - Delta Air Lines Record Locator: GSDZLL
Equipment: Airbus Industrie A321
Seat: 18A (Non smoking) Confirmed
FF Number: XXXX007357 - YOUNG/LARRY C

Distance: 546 miles / 878.514 kilometers
CO2 Emissions: 240.24 lbs/109.2 kgs
Remarks: For up to date travel information on airline check-in/restrictions/limitations/security. Please check www.delta.com

AIR - Wednesday, November 1 2017 - Agency Record Locator Q10T9K

Delta Air Lines Flight DL1926 Economy

Online check-in
<table>
<thead>
<tr>
<th>Flight Details</th>
<th>Weather</th>
<th>Online check-in</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>AIR - Friday, November 3 2017 - Agency Record Locator Q10T9K</strong></td>
<td></td>
<td></td>
<td>FOR 24/7 TRAVEL ASSISTANCE PLEASE CONTACT THE BCD TRAVEL TEAM AT 1-800-977-6120 FOR OUTSIDE THE US CALL COLLECT 770-829-2603 FOR THE HEARING IMPAIED-PLEASE DIAL 711 TO ACCESS RELAY SERVICE: PROVIDE PHONE NUMBER OF 1-800-877-6120 TO ACCESS TRAVEL DUE TO RECENT CHANGES IN THE FY15 GOVERNMENT CITY PAIR PROGRAM/CPP YOUR AIR RESERVATIONS ARE SUBJECT TO CANCELLATION BY THE AIRLINES IF NOT TICKETED AT LEAST 48 HOURS PRIOR TO SCHEDULED DEPARTURE</td>
</tr>
<tr>
<td><strong>Delta Air Lines Flight DL731 Economy</strong></td>
<td></td>
<td></td>
<td><em><strong>FOR 24/7 TRAVEL ASSISTANCE PLEASE CONTACT THE BCD TRAVEL TEAM AT 1-800-977-6120</strong></em> FOR OUTSIDE THE US CALL COLLECT 770-829-2603 FOR THE HEARING IMPAIED-PLEASE DIAL 711 TO ACCESS RELAY SERVICE: PROVIDE PHONE NUMBER OF 1-800-877-6120 TO ACCESS TRAVEL DUE TO RECENT CHANGES IN THE FY15 GOVERNMENT CITY PAIR PROGRAM/CPP YOUR AIR RESERVATIONS ARE SUBJECT TO CANCELLATION BY THE AIRLINES IF NOT TICKETED AT LEAST 48 HOURS PRIOR TO SCHEDULED DEPARTURE</td>
</tr>
<tr>
<td><strong>Delta Air Lines Flight DL592 Economy</strong></td>
<td></td>
<td></td>
<td><em><strong>FOR 24/7 TRAVEL ASSISTANCE PLEASE CONTACT THE BCD TRAVEL TEAM AT 1-800-977-6120</strong></em> FOR OUTSIDE THE US CALL COLLECT 770-829-2603 FOR THE HEARING IMPAIED-PLEASE DIAL 711 TO ACCESS RELAY SERVICE: PROVIDE PHONE NUMBER OF 1-800-877-6120 TO ACCESS TRAVEL DUE TO RECENT CHANGES IN THE FY15 GOVERNMENT CITY PAIR PROGRAM/CPP YOUR AIR RESERVATIONS ARE SUBJECT TO CANCELLATION BY THE AIRLINES IF NOT TICKETED AT LEAST 48 HOURS PRIOR TO SCHEDULED DEPARTURE</td>
</tr>
</tbody>
</table>
PLEASE ENSURE ALL NECESSARY APPROVALS ARE PROCESSED IN ACCORDANCE WITH YOUR AGENCY'S BUSINESS RULES BUT NO LESS THAN 3 BUSINESS DAYS PRIOR TO DEPARTURE TO ENSURE TICKETING. THIS 48 HOUR CANCELLATION RULE DOES NOT APPLY TO INTERNATIONAL RESERVATIONS UNLESS YOUR TRIP HAS DOMESTIC CONNECTIONS ON MORE THAN ONE AIRLINE OR THESE RESERVATIONS REQUIRE SEPARATE AIR TICKETS.

ELECTRONIC TICKETS WILL BE ISSUED FOR THIS TRIP. CHECK-IN TIMES ARE 90 MINUTES PRIOR TO DEPARTURE FOR DOMESTIC FLIGHTS OR 120 MINUTES FOR INTERNATIONAL CHECKED BAGGAGE POLICIES VARY BASED ON CARRIER AND FINAL DESTINATION. FOR THE LATEST INFORMATION PLEASE CHECK WITH YOUR TRAVEL CONSULTANT OR THE AIRLINES WEBSITE.

27Oct/11:07AM

<table>
<thead>
<tr>
<th>Estimated trip total</th>
<th>419.60 USD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Air</td>
<td>419.60 USD</td>
</tr>
<tr>
<td>Car</td>
<td></td>
</tr>
<tr>
<td>Hotel</td>
<td></td>
</tr>
<tr>
<td>Rail</td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fare details: Ticketed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vendor</td>
</tr>
<tr>
<td>Air</td>
</tr>
<tr>
<td>DL1926 01Nov</td>
</tr>
<tr>
<td>DL731 03Nov</td>
</tr>
<tr>
<td>DL592 03Nov</td>
</tr>
</tbody>
</table>

All quotes are provider quotes excluding possible taxes and charges en route. Currency conversions shown in this itinerary receipt are done using the bank rate applicable at the date shown in the header of this document. Please note that some local taxes and charges may be invoiced during your trip and cannot be shown at time of reservation.

Advice to Passengers

Transportation of Hazardous Materials

Federal law forbids the carriage of hazardous material aboard the aircraft, in your luggage, or on your person. A violation can result in 5 years imprisonment and penalties of $250,000 or more (49 U.S.C 5124). Hazardous materials include explosives, compressed gases, flammable liquids and solids, oxidizers, poisons, corrosives and radioactive materials.

Forbidden Dangerous Items Examples:

- Paints, lighter fluid, fireworks, tear gases, oxygen bottles and radiopharmaceuticals. There are special exceptions for small quantities (up to 70 ounces total) of medicinal and toilet articles carried in your luggage and certain smoking materials carried on your person. For further information, contact your airlines representative.

- Note: Spare batteries and fuel cells are not permitted in checked or hold baggage. These items MUST be packed in carry-on baggage. If your carry-on bag is gate checked, the spare batteries and fuel cells must be removed and carried in the cabin.

This email was generated at 27Oct/4:07 PM UTC

BCD Travel acts only as an agent for the airlines, hotels, bus companies, railroads, tour operators, cruise lines, car rental companies, and other similar third parties providing accommodations, transportation, or other meeting and travel related services ("Suppliers"). Suppliers are independent and do not act for or on behalf of BCD Travel, are not employees of BCD Travel, and do not have a joint venture or partnership with BCD Travel. Suppliers have their own terms and conditions for the services they provide, and you agree to abide by the terms and conditions set forth in any and all documents for any such Supplier services, including, without limitation, all cancellation fees. By utilizing the services represented by this itinerary, you agree to the foregoing and also agree that neither BCD Travel or its parent, affiliates, subsidiaries, partners, agents, and their respective officers, directors, employees, and representatives shall be or become liable for any loss, cost, expense, injury, accident, or damage to person or property resulting directly or indirectly from (i) the acts or omissions of Suppliers, including, but not limited to, delays or cancellation of services, cessation of operations, breakdown in machinery or equipment, or changes in fares, itineraries, or schedules; and/or (ii) acts of God, dangers incident to the sea, fires, acts of government or other authorities, wars, acts of terrorism, civil unrest, strikes, riots, thefts, pillage, epidemics, quarantines, other diseases, climatic aberrations, or from any other cause beyond BCD Travel's control. Please see additional terms and conditions related to this itinerary at Terms and Conditions.
November 1, 2017 Continued

Wednesday

All Day - out

8:00 AM - 9:00 AM  Subcabinet Meeting -- 200-A Conference Room

Please note Subcabinet meeting time has changed to 8:00-9:00 am. Please allow 1 hour for the meeting.

Under Secretary may send Chief of Staff in their place when needed.

Conference Line: 888-844-9904
Access code: (b) (6)

8:30 AM - 9:00 AM  Pathways/Internship Meeting -- 208A

9:00 AM - 10:00 AM  Senior Staff Mtg. Call numbers below -- OSEC Bullpen; see phone numbers below

All:

Going forward, we can use the conference line number below.

Conference Line:

1-888-844-9904

Code: (b) (6)

The phone number for the phone is (b) (6). We can use this when there is only one person calling in.

10:00 AM - 10:30 AM  Calendar Review mtg. -- 208-A
### November 1, 2017 Continued

**Wednesday**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>10:30 AM - 11:00 AM</td>
<td>Weekly mtg. w/ Duane Williams -- 208-A</td>
</tr>
<tr>
<td>11:00 AM - 1:00 PM</td>
<td>do not schedule</td>
</tr>
<tr>
<td>1:00 PM - 1:30 PM</td>
<td>mtg. w/ re: Personnel Issue -- 208A Chris's Office</td>
</tr>
<tr>
<td>1:30 PM - 2:00 PM</td>
<td>Standing Mtg. w/ HR - re: Executive Resource Issues -- Chris's Office</td>
</tr>
</tbody>
</table>

**From:** Carr, Rhonda - DM  
**Sent:** Thursday, April 13, 2017 2:34 PM  
**To:** Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>; Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>  
**Cc:** Moore, Patty - DM <Patty.Moore@dm.usda.gov>; Meighan, Terri - DM <Terri.Meighan@dm.usda.gov>  
**Subject:** RE: Request for standing meeting

30 minutes and we may need a few weekly upfront but biweekly should be good. Thanks.

**From:** Young, Chris - OSEC, Washington, DC  
**Sent:** Thursday, April 13, 2017 2:29 PM  
**To:** Carr, Rhonda - DM <Rhonda.Carr@dm.usda.gov>; Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>  
**Cc:** Moore, Patty - DM <Patty.Moore@dm.usda.gov>; Meighan, Terri - DM <Terri.Meighan@dm.usda.gov>  
**Subject:** RE: Request for standing meeting

Julie, I asked Rhonda to add this.

Rhonda, do you think a 30-minute block weekly or biweekly is sufficient?

**From:** Carr, Rhonda - DM  
**Sent:** Thursday, April 13, 2017 2:02 PM  
**To:** Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>  
**Cc:** Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>; Moore, Patty - DM <Patty.Moore@dm.usda.gov>; Meighan, Terri - DM <Terri.Meighan@dm.usda.gov>  
**Subject:** Request for standing meeting

Hi Julie,

Just want to put on your radar....to schedule a standing meeting with Chris, Patty, Terri, and I to discuss Executive Resources issues. Tentatively starting in May.....Many thanks.

---

**RHONDA C. CARR** | Deputy Director, Executive Resources Management Division  
Office of Human Resources Management | Departmental Management | U.S. Department of Agriculture  
1400 Independence Avenue, SW | JLW Building | Room 309W  
Washington, D.C. 20250
202/720-3967-Direct Cell
rhonda.carr@dm.usda.gov

2:45 PM - 3:00 PM
depart USDA for DCA w/ 4:15 PM - 8:11 PM depart DCA at 4:15p on Delta flight 2158 - arrive Atlanta 6:11p - depart Atlanta at 7:05p on Delta flight 1926 - arrive Kansas City MO at 8:11p

4:15 PM - 8:11 PM

8:15 PM - 8:45 PM
Hotel: #442264749 Arrive 11/1/17 and Depart 11/3/17, King Room Non-Smoking
A driver will meet you at your arriving gate, with your name on a sign. He will assist with bags, and transport to the

Ground Transportation: 11/1/17 - #431468

Carey Transportation
Phone: 816-471-1234
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>House &amp; Senate IN Session</td>
</tr>
<tr>
<td>All Day</td>
<td>Travel - Kansas City MO</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
</tbody>
</table>
### November 3, 2017

**Friday**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>House &amp; Senate IN Session</td>
</tr>
<tr>
<td>Please See Above</td>
<td></td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>Travel - Kansas City MO</td>
</tr>
<tr>
<td>Please See Above</td>
<td></td>
</tr>
<tr>
<td>All Day</td>
<td>Julie - CDO</td>
</tr>
<tr>
<td>4:45 AM - 5:00 AM</td>
<td>Ground Transportation: 11/3/17 - #431468-2 / depart hotel at 4:45am</td>
</tr>
<tr>
<td></td>
<td>On 11/3/17, a car will be on the Front Drive of the Hotel, and the driver will be in the</td>
</tr>
<tr>
<td></td>
<td>Lobby with a sign again.</td>
</tr>
<tr>
<td></td>
<td>Carey Transportation</td>
</tr>
<tr>
<td></td>
<td>Phone: 816-471-1234</td>
</tr>
<tr>
<td>6:17 AM - 11:44 AM</td>
<td>depart Kansas City MO at 6:17a on Delta flight 731 - arrive Detroit at 9:09a - depart Detroit at 10:20a on Delta flight 592 - arrive DCA at 11:44a</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
<tr>
<td>12:15 PM - 12:30 PM</td>
<td>office arrival</td>
</tr>
<tr>
<td>1:00 PM - 2:00 PM</td>
<td>Meeting with David Townsend</td>
</tr>
<tr>
<td>2:00 PM - 2:30 PM</td>
<td>Scheduling Meeting -- 208A</td>
</tr>
<tr>
<td></td>
<td>Please come to Chris’ office for a scheduling meeting today at 2PM.</td>
</tr>
<tr>
<td>2:30 PM - 3:00 PM</td>
<td>mtg. on FFA Internship Follow-Up -- 208-A</td>
</tr>
<tr>
<td>3:00 PM - 3:30 PM</td>
<td>mtg. w/ Carly - Tribal Relations mtg. -- 208-A</td>
</tr>
<tr>
<td>3:30 PM - 4:00 PM</td>
<td>Veterans Day mtg. -- 208A</td>
</tr>
<tr>
<td></td>
<td>Please have the full Veterans Day program, etc., to receive final approval.</td>
</tr>
<tr>
<td></td>
<td>I expect the invitation to go out no later than tomorrow, please.</td>
</tr>
<tr>
<td>Time</td>
<td>Event</td>
</tr>
<tr>
<td>--------------</td>
<td>-------------------------------</td>
</tr>
<tr>
<td>All Day</td>
<td>House &amp; Senate IN Session</td>
</tr>
<tr>
<td>Please See Above</td>
<td></td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>Official Travel - CA</td>
</tr>
</tbody>
</table>
TRAVELER NOTICE - Many airlines charge fees for baggage and other services. Amounts vary by airline and are subject to change. Travelers are responsible for verifying all fees charged by individual carriers. Please visit the operating carrier website of your ticketed itinerary for applicable fees.

To view your trip via Viewtrip, please click [here](#).

---

**Ticket Receipt**

Total Amount: 909.60 USD
This ticket information applies to the following trip(s):

- Delta Air Lines Flight 1671 from Washington DC to Minneapolis MN on November 04
- Delta Air Lines Flight 1858 from Minneapolis MN to Sacramento CA on November 04
- Delta Air Lines Flight 2500 from Santa Ana CA to Atlanta GA on November 06
- Delta Air Lines Flight 2612 from Atlanta GA to Washington DC on November 06

Electronic Ticket Number: 00670006362968-969
Invoice Number: E20133092
Ticket Amount: 909.60 USD
Form of Payment: Card 3392

---

**Travel Summary – Agency Record Locator NHSLTE**

**Traveler**

YOUNG / LARRY C

Reference number by traveler: A0WQ37

<table>
<thead>
<tr>
<th>Date</th>
<th>From/To</th>
<th>Flight/Vendor</th>
<th>Status</th>
<th>Depart/Arrive</th>
<th>Class/Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>11/04/2017</td>
<td>DCA-MSP</td>
<td>DL 1671</td>
<td>Confirmed</td>
<td>02:45 PM/04:26 PM</td>
<td>Economy / L</td>
</tr>
<tr>
<td>11/04/2017</td>
<td>MSP-SMF</td>
<td>DL 1858</td>
<td>Confirmed</td>
<td>05:55 PM/08:02 PM</td>
<td>Economy / L</td>
</tr>
<tr>
<td>11/04/2017</td>
<td>SAC</td>
<td>(B) (6)</td>
<td>Confirmed</td>
<td>11/04-11/05</td>
<td>Economy / L</td>
</tr>
<tr>
<td>11/05/2017</td>
<td>BFL</td>
<td>(B) (6)</td>
<td>Confirmed</td>
<td>11/05-11/06</td>
<td>Economy / L</td>
</tr>
<tr>
<td>11/06/2017</td>
<td>SNA-ATL</td>
<td>DL 2500</td>
<td>Confirmed</td>
<td>01:20 PM/08:30 PM</td>
<td>Economy / Y</td>
</tr>
<tr>
<td>11/06/2017</td>
<td>ATL-DCA</td>
<td>DL 2812</td>
<td>Confirmed</td>
<td>10:05 PM/11:40 PM</td>
<td>Economy / Y</td>
</tr>
</tbody>
</table>

---

**AIR - Saturday, November 4 2017 - Agency Record Locator NHSLTE**

Delta Air Lines Flight DL1671 Economy

**Depart:**
Ronald Reagan National, Terminal B
Washington, District of Columbia, United States
02:45 PM Saturday, November 4 2017

**Arrive:**
St Paul Intl, Terminal 1
Minneapolis, Minnesota, United States
04:26 PM Saturday, November 4 2017

**Duration:**
2 hour(s) and 41 minute(s) Non-stop

**Status:**
Refreshments for Purchase

**Meal:**
Airbus Industrie A319
17C (Non smoking) Confirmed
XXX007357 - YOUNG/LARRY C

**Distance:**
928 miles / 1493.152 kilometers

**CO2 Emissions:**
408.32 lbs/185.6 kgs

**Remarks:**
FOR UP TO DATE TRAVEL INFORMATION ON AIRLINE CHECK-IN/RESTRICTIONS/LIMITATIONS/SECURITY. PLEASE CHECK WWW.DELTA.COM
### AIR - Saturday, November 4 2017 - Agency Record Locator NHSLTE

**Delta Air Lines Flight DL1858 Economy**

- **Depart:** St Paul Intl, Terminal 1
  - Minneapolis, Minnesota, United States
  - 05:55 PM Saturday, November 4 2017
- **Arrive:** Sacramento International Airport, Terminal A
  - Sacramento, California, United States
  - 08:02 PM Saturday, November 4 2017
- **Duration:** 4 hour(s) and 7 minute(s) Non-stop
- **Total duration:** 8 hour(s) and 16 minute(s) including layover(s)
- **Status:** Confirmed - Delta Air Lines Record Locator: H8W3FL
- **Meal:** Food For Purchase
- **Equipment:** Airbus Industrie A320
- **Seat:** 16C (Non smoking) Confirmed
- **FF Number:** XXXX007357 - YOUNG/LARRY C
- **Distance:** 1513 miles / 2434.417 kilometers
- **CO2 Emissions:** 665.72 lbs/302.6 kgs

### HOTEL - Saturday, November 4 2017

- **Address:**
- **Tel:**
- **Fax:**
- **Check In/Check Out:** Saturday, November 4 2017 - Sunday, November 5 2017
- **Status:** Confirmed
- **Number of Persons:** 1
- **Number of Rooms:** 1
- **Number of Nights:** 1
- **Rate per night:** USD 174.00 plus tax and any additional fees
- **Guaranteed:** Yes
- **Confirmation:** 97620817
- **Frequent Guest ID:** XXXX65108
- **CO2 Emissions:** Per night is approximately 63.8 lbs/29 kgs
- **Remarks:** CANCEL 48 HOURS PRIOR TO ARRIVAL
  - CREDIT CARD REQUIRED AT CHECK IN

### HOTEL - Sunday, November 5 2017

- **Address:**
- **Tel:**
- **Fax:**
- **Check In/Check Out:** Sunday, November 5 2017 - Monday, November 6 2017
- **Status:** Confirmed
- **Number of Persons:** 1
- **Number of Rooms:** 1
- **Number of Nights:** 1
- **Rate per night:** USD 100.00 plus tax and any additional fees
- **Guaranteed:** Yes
- **Confirmation:** 3401903685
- **Corp. Discount:** XXXX0426
- **Frequent Guest ID:** XXXX39413
- **CO2 Emissions:** Per night is approximately 63.8 lbs/29 kgs
- **Additional Information:** ZD112119461
- **Remarks:** CANCEL BY 4PM DAY OF ARRIVAL
  - CREDIT CARD REQUIRED AT CHECK IN
### Delta Air Lines Flight DL2500 Economy

**Depart:**
- John Wayne Airport, Santa Ana, California, United States
- 01:20 PM Monday, November 6, 2017

**Arrive:**
- Hartsfield-Jackson ATL, S - Terminal South, Atlanta, Georgia, United States
- 08:30 PM Monday, November 6, 2017

**Duration:**
- 4 hour(s) and 10 minute(s) Non-stop

**Status:**
- Confirmed - Delta Air Lines Record Locator: H8W3FL

**Meal:**
- Food For Purchase

**Equipment:**
- Boeing 757 Passenger

**Seat:**
- 25E (Non smoking) Confirmed

**FF Number:**
- XXXX007357 - YOUNG/LARRY C

**Distance:**
- 1913 miles / 3078.017 kilometers

**CO2 Emissions:**
- 841.72 lbs / 382.6 kgs

**Remarks:**
- NO AISLE OR WINDOW SEATS AVAILABLE.
- A CENTER SEAT HAS BEEN ASSIGNED.

---

### AIR - Monday, November 6, 2017 - Agency Record Locator NHSLTE

**Delta Air Lines Flight DL2612 Economy**

**Depart:**
- Hartsfield-Jackson ATL, S - Terminal South, Atlanta, Georgia, United States
- 10:05 PM Monday, November 6, 2017

**Arrive:**
- Ronald Reagon National, Terminal B, Washington, District of Columbia, United States
- 11:49 PM Monday, November 6, 2017

**Duration:**
- 1 hour(s) and 44 minute(s) Non-stop

**Total duration:**
- 7 hour(s) and 28 minute(s) including layover(s)

**Status:**
- Confirmed - Delta Air Lines Record Locator: H8W3FL

**Equipment:**
- Airbus Industrie A320

**Seat:**
- 18A (Non smoking) Confirmed

**FF Number:**
- XXXX007357 - YOUNG/LARRY C

**Distance:**
- 546 miles / 878.514 kilometers

**CO2 Emissions:**
- 240.24 lbs / 109.2 kgs

---

**Remarks**

FOR 24/7 TRAVEL ASSISTANCE PLEASE CONTACT
THE BCD TRAVEL TEAM AT 1-800-877-6120
FOR OUTSIDE THE US CALL COLLECT 770-829-2603
FOR THE HEARING IMPAIRED- PLEASE DIAL 711
TO ACCESS RELAY SERVICE PROVIDE PHONE
NUMBER OF 1-800-877-6120 TO ACCESS TRAVEL
DUE TO RECENT CHANGES IN THE FY15 GOVERNMENT CITY PAIR
PROGRAM CPP YOUR AIR RESERVATIONS ARE SUBJECT TO
CANCELLATION BY THE AIRLINES IF NOT TICKETED AT LEAST
48 HOURS PRIOR TO SCHEDULED DEPARTURE
PLEASE ENSURE ALL NECESSARY APPROVALS ARE PROCESSED IN
ACCORDANCE WITH YOUR AGENCY'S BUSINESS RULES BUT NO LESS
THAN 3 BUSINESS DAYS PRIOR TO DEPARTURE TO ENSURE TICKETING.
THIS 48 HOUR CANCELLATION RULE DOES NOT APPLY TO
INTERNATIONAL RESERVATIONS UNLESS YOUR TRIP HAS DOMESTIC
CONNECTIONS ON MORE THAN ONE AIRLINE OR THESE
RESERVATIONS REQUIRE SEPARATE AIR TICKETS.

*****************************************************************

ELECTRONIC TICKET/S WILL BE ISSUED FOR THIS TRIP
CHECK-IN TIMES ARE 90 MINUTES PRIOR TO DEPARTURE
FOR DOMESTIC FLIGHTS OR 120 MINUTES FOR INTERNATIONAL
CHECKED BAGGAGE POLICIES VARY BASED ON CARRIER AND FINAL
WITH YOUR TRAVEL CONSULTANT OR THE AIRLINES WEBSITE.
DESTINATION FOR THE LATEST INFORMATION PLEASE CHECK
<table>
<thead>
<tr>
<th>Vendor</th>
<th>Fare information</th>
<th>Refund restrictions before departure</th>
<th>Change restrictions after ticketing</th>
<th>Ticket information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Air</td>
<td>DL1671 04Nov</td>
<td>Total: USD 909.60</td>
<td>REFUND</td>
<td>CHANGE</td>
</tr>
<tr>
<td></td>
<td>DL1858 04Nov</td>
<td></td>
<td>RESTRICTIONS MAY APPLY</td>
<td>RESTRICTIONS MAY</td>
</tr>
<tr>
<td></td>
<td>DL2500 06Nov</td>
<td></td>
<td>APPLY</td>
<td>APPLY</td>
</tr>
<tr>
<td></td>
<td>DL2812 06Nov</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

All quotes are provider quotes excluding possible taxes and charges on route. Currency conversions shown in this itinerary receipt are done using the bank rate applicable at the date shown in the header of this document. Please note that some local taxes and charges may be invoiced during your trip and cannot be shown at time of reservation.

Advice to Passengers

Transportation of Hazardous Materials

Federal law forbids the carriage of hazardous material aboard the aircraft, in your luggage, or on your person. A violation can result in 5 years imprisonment and penalties of $250,000 or more (49 U.S.C 5124). Hazardous materials include explosives, compressed gases, flammable liquids and solids, oxidizers, poisons, corrosives and radioactive materials.

Forbidden Dangerous Items Examples:

Paints, lighter fluid, fireworks, tear gases, oxygen bottles and radiopharmaceuticals. There are special exceptions for small quantities (up to 70 ounces total) of medicinal and toilet articles carried in your luggage and certain smoking materials carried on your person. For further information, contact your airline representative.

Note: Spare batteries and fuel cells are not permitted in checked or hold baggage. These items MUST be packed in carry-on baggage. If your carry-on bag is gate checked, the spare batteries and fuel cells must be removed and carried in the cabin.

This email was generated at 02Nov/09:09 PM UTC

BCD Travel acts only as an agent for the airlines, hotels, bus companies, railroads, tour operators, cruise lines, car rental companies, and other similar third parties providing accommodations, transportation, or other meeting and travel related services ("Suppliers"). Suppliers are independent and do not act for or on behalf of BCD Travel, are not employees of BCD Travel, and do not have a joint venture or partnership with BCD Travel. Suppliers have their own terms and conditions for the services they provide, and you agree to abide by the terms and conditions set forth in any and all documents for any such Supplier services, including, without limitation, all cancellation fees. By utilizing the services represented by this itinerary, you agree to the foregoing and also agree that neither BCD Travel or its parent, affiliates, subsidiaries, partners, agents, and their respective officers, directors, employees, and representatives shall be or become liable for any loss, cost, expense, injury, accident, or damage to person or property resulting directly or indirectly from (i) the acts or omissions of Suppliers, including, but not limited to, delays or cancellation of services, cessation of operations, breakdown in machinery or equipment, or changes in fares, itineraries, or schedules; and/or (ii) acts of God, dangers incident to the sea, fires, acts of government or other authorities, wars, acts of terrorism, civil unrest, strikes, riots, thefts, pilferage, epidemics, quarantines, other diseases, climatic aberrations, or from any other cause beyond BCD Travel's control. Please see additional terms and conditions related to this itinerary at Terms and Conditions.
2:45 PM - 8:02 PM
depart DCA at 2:45p on Delta flight 1671 - arrive Minneapolis at 4:26p - depart Minneapolis at 5:55p - arrive Sacramento 8:02p

8:15 PM - 9:15 PM
(b) (6)
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>House &amp; Senate IN Session</td>
</tr>
<tr>
<td>All Day</td>
<td>Official Travel - CA</td>
</tr>
<tr>
<td>8:00 PM - 9:00 PM</td>
<td>(b) (6)</td>
</tr>
<tr>
<td>Time</td>
<td>Event Description</td>
</tr>
<tr>
<td>-------------------</td>
<td>----------------------------------------------------------------------</td>
</tr>
<tr>
<td>All Day</td>
<td>House &amp; Senate IN Session</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>Official Travel - CA</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
<tr>
<td>1:20 PM - 11:49 PM</td>
<td>depart Santa Ana at 1:20p on Delta flight 2500 - arrive Atlanta 8:30p - depart Atlanta at 10:05p on Delta flight 2612 - arrive DCA 11:49p</td>
</tr>
<tr>
<td>Time</td>
<td>Event Description</td>
</tr>
<tr>
<td>--------------</td>
<td>--------------------------------------------------------</td>
</tr>
<tr>
<td>All Day</td>
<td>House &amp; Senate IN Session</td>
</tr>
<tr>
<td>9:00 AM - 10:00 AM</td>
<td>Scheduling Meeting -- 221-A</td>
</tr>
<tr>
<td>10:00 AM - 11:00 AM</td>
<td>Personnel: FSA State Committee Update Meeting -- 208A</td>
</tr>
<tr>
<td>10:30 AM - 11:00 AM</td>
<td>Communications Strategy Meeting</td>
</tr>
<tr>
<td>11:00 AM - 12:00 PM</td>
<td>FFA Follow-Up mtg. -- 208A</td>
</tr>
<tr>
<td>12:00 PM - 1:00 PM</td>
<td>hold - lunch/office time</td>
</tr>
<tr>
<td>1:00 PM - 1:30 PM</td>
<td>IT to activate MacBook</td>
</tr>
<tr>
<td>1:30 PM - 2:00 PM</td>
<td>Weekly Mtg. w/ Don Bice -- 208-A - Chris's Office</td>
</tr>
<tr>
<td>2:00 PM - 3:00 PM</td>
<td>USDA Performance Review Board (PRB) Orientation -- So 0320</td>
</tr>
</tbody>
</table>

Hi All,

The orientation for all PRB members is scheduled for November 7th at 2:00 PM in OGC’s training room 0320 located in the South Building (3rd wing, basement). Please see the attached document for the agenda. For those needing to call in, let me know and I will provide you with a conference line number.

The schedule of PRB activities will be updated next week to include panel review assignments and information for the full PRB meeting.

Contact me with any questions about the meeting and schedule of activities.

Appreciate your patience with this process!

Kimm Hobbs
P: 202-690-3238
C: [redacted]

3:00 PM - 3:30 PM | hold

3:30 PM - 4:00 PM | mtg. w/ Holly Higgins re: FAS org. -- 208A
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>4:00 PM - 4:30 PM</td>
<td>Scheduling Meeting Re:Travel -- 209A</td>
</tr>
<tr>
<td>4:30 PM - 5:00 PM</td>
<td>Scheduling and Advance Briefing with Mr. McKinney, Mr. Ibach, and Ms. Hazlett</td>
</tr>
<tr>
<td>5:00 PM - 6:00 PM</td>
<td>Cabinet Affairs Outlook Report Due</td>
</tr>
<tr>
<td>5:00 PM - 5:30 PM</td>
<td>Scheduling Meeting -- 208A</td>
</tr>
<tr>
<td></td>
<td>Need to discuss a few changes/updates to NYC</td>
</tr>
<tr>
<td>Time</td>
<td>Event</td>
</tr>
<tr>
<td>--------------</td>
<td>----------------------------------------------------------------------</td>
</tr>
<tr>
<td>All Day</td>
<td>House &amp; Senate IN Session</td>
</tr>
<tr>
<td>All Day</td>
<td>(b) (6), (b)(7)(C) - out</td>
</tr>
<tr>
<td>8:00 AM - 9:00 AM</td>
<td>Initial Japan/Korea Planning Mtg. -- 221-A</td>
</tr>
<tr>
<td>8:00 AM - 9:00 AM</td>
<td>Subcabinet Meeting -- 200-A Conference Room</td>
</tr>
<tr>
<td></td>
<td>Please note Subcabinet meeting time has changed to 8:00-9:00 am. Please allow 1 hour for the meeting.</td>
</tr>
<tr>
<td></td>
<td>Under Secretary may send Chief of Staff in their place when needed.</td>
</tr>
<tr>
<td></td>
<td>Conference Line: 888-844-9904</td>
</tr>
<tr>
<td></td>
<td>Access code: (b) (6)</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
<tr>
<td>9:30 AM - 10:00 AM</td>
<td>hold</td>
</tr>
<tr>
<td>10:00 AM - 10:30 AM</td>
<td>4 H Event Discussion -- 208A</td>
</tr>
<tr>
<td>10:30 AM - 11:00 AM</td>
<td>Standing wkly. mtg. re: Exec. Resources -- 208A</td>
</tr>
<tr>
<td>11:00 AM - 11:15 AM</td>
<td>depart USDA for DCA w/ (b) (6), (b)(7)(C)</td>
</tr>
<tr>
<td>11:00 AM - 11:15 AM</td>
<td>depart USDA for DCA w/ (b) (7)(C)</td>
</tr>
<tr>
<td>12:28 PM - 2:27 PM</td>
<td>depart DCA at 12:28p on Delta flight 820 - arrive Atlanta 2:27p</td>
</tr>
<tr>
<td>Time</td>
<td>Event</td>
</tr>
<tr>
<td>-------------------</td>
<td>--------------------------------------------</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>House &amp; Senate IN Session</td>
</tr>
<tr>
<td></td>
<td><strong>Please See Above</strong></td>
</tr>
<tr>
<td>All Day</td>
<td>(b) (6) - out</td>
</tr>
<tr>
<td>All Day</td>
<td>(b) (6) - out on annual leave</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
</tbody>
</table>

(b) (6)
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>House &amp; Senate In RECESS</td>
</tr>
<tr>
<td>All Day</td>
<td>Veterans Day Holiday Observed - Federal Holiday</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
</tbody>
</table>
November 12, 2017
Sunday

12:00 AM - 12:00 AM  CY - Official Travel - Albany, NY
TRAVELER NOTICE - Many airlines charge fees for baggage and other services. Amounts vary by airline and are subject to change. Travelers are responsible for verifying all fees charged by individual carriers. Please visit the operating carrier website of your ticketed itinerary for applicable fees.

To view your trip via Viewtrip, please click here.
FOR 24/7 TRAVEL ASSISTANCE PLEASE CONTACT THE BCD TRAVEL TEAM AT 1-800-877-6120.
FOR OUTSIDE THE US CALL COLLECT 770-829-2603.
FOR THE HEARING IMPAIRED, PLEASE DIAL 711.
TO ACCESS RELAY SERVICE, PROVIDE PHONE
NUMBER OF 1-800-877-6120 TO ACCESS TRAVEL.
DUE TO RECENT CHANGES IN THE FY15 GOVERNMENT CITY PAIR,
PROGRAM/CPP YOUR AIR RESERVATIONS ARE SUBJECT TO
CANCELLATION BY THE AIRLINES IF NOT TICKETED AT LEAST
48 HOURS PRIOR TO SCHEDULED DEPARTURE.
PLEASE ENSURE ALL NECESSARY APPROVALS ARE PROCESSED IN
ACCORDANCE WITH YOUR AGENCY'S BUSINESS RULES BUT NO LESS
THAN 3 BUSINESS DAYS PRIOR TO DEPARTURE TO ENSURE TICKETING.
THIS 48 HOURS CANCELLATION RULE DOES NOT APPLY TO
INTERNATIONAL RESERVATIONS UNLESS YOUR TRIP HAS DOMESTIC
CONNECTIONS ON MORE THAN ONE AIRLINE OR THESE
RESERVATIONS REQUIRE SEPARATE AIR TICKETS.

CHECK-IN TIMES ARE 90 MINUTES PRIOR TO DEPARTURE
FOR DOMESTIC FLIGHTS OR 120 MINUTES FOR INTERNATIONAL.
ELECTRONIC TICKET/S WILL BE ISSUED FOR THIS TRIP.
CHECKED BAGGAGE POLICIES VARY BASED ON CARRIER AND FINAL
DESTINATION. FOR THE LATEST INFORMATION PLEASE CHECK
WITH YOUR TRAVEL CONSULTANT OR THE AIRLINES WEBSITE.

Estimated trip total 488.30 USD

<table>
<thead>
<tr>
<th>Air</th>
<th>Car</th>
<th>Hotel</th>
<th>Rail</th>
<th>Other</th>
</tr>
</thead>
<tbody>
<tr>
<td>357.20 USD</td>
<td>131.10 USD</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Fare details: Ticketed

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Fare information</th>
<th>Refund restrictions before departure</th>
<th>Change restrictions after ticketing</th>
<th>Ticket information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Air</td>
<td>Total: USD 357.20</td>
<td>REFUND RESTRICTIONS MAY APPLY</td>
<td>CHANGE RESTRICTIONS MAY APPLY</td>
<td></td>
</tr>
</tbody>
</table>

Advice to Passengers

Transportation of Hazardous Materials

Federal law forbids the carriage of hazardous material aboard the aircraft, in your luggage, or on your person. A violation can result in 5 years imprisonment and penalties of $250,000 or more (49 U.S.C. 5124). Hazardous materials include explosives, compressed gases, flammable liquids and solids, oxidizers, poisons, corrosives and radioactive materials.

Forbidden Dangerous Items Examples:

Paints, lighter fluid, fireworks, tear gases, oxygen bottles and radiopharmaceuticals. There are special exceptions for small quantities (up
to 70 ounces total) of medicinal and toilet articles carried in your luggage and certain smoking materials carried on your person. For further information, contact your airline representative.

Note: Spare batteries and fuel cells are not permitted in checked or hold baggage. These items MUST be packed in carry-on baggage. If your carry-on bag is gate checked, the spare batteries and fuel cells must be removed and carried in the cabin.

This email was generated at 08Nov/2:59 PM UTC

BCD Travel acts only as an agent for the airlines, hotels, bus companies, railroads, tour operators, cruise lines, car rental companies, and other similar third parties providing accommodations, transportation, or other meeting and travel related services (“Suppliers”). Suppliers are independent and do not act for or on behalf of BCD Travel, are not employees of BCD Travel, and do not have a joint venture or partnership with BCD Travel. Suppliers have their own terms and conditions for the services they provide, and you agree to abide by the terms and conditions set forth in any and all documents for any such Supplier services, including, without limitation, all cancellation fees. By utilizing the services represented by this itinerary, you agree to the foregoing and also agree that neither BCD Travel or its parent, affiliates, subsidiaries, partners, agents, and their respective officers, directors, employees, and representatives shall be or become liable for any loss, cost, expense, injury, accident, or damage to person or property resulting directly or indirectly from (i) the acts or omissions of Suppliers, including, but not limited to, delays or cancellation of services, cessation of operations, breakdown in machinery or equipment, or changes in fares, itineraries, or schedules; and/or (ii) acts of God, dangers incident to the sea, fires, acts of government or other authorities, wars, acts of terrorism, civil unrest, strikes, riots, thefts, pilferage, epidemics, quarantines, other diseases, climatic aberrations, or from any other cause beyond BCD Travel’s control. Please see additional terms and conditions related to this itinerary at Terms and Conditions.
2:57 PM - 5:15 PM depart Atlanta at 2:57p on Delta flight 2033 - arrive Albany NY 5:15p
<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>CY - Official Travel - Albany, NY Please See Above</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>House &amp; Senate IN Session</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
<tr>
<td>1:17 PM - 2:44 PM</td>
<td>depart Albany at 1:17p on American flight 5107 - arrive DCA at 2:44p</td>
</tr>
<tr>
<td>3:00 PM - 3:15 PM</td>
<td>office arrival</td>
</tr>
</tbody>
</table>
November 14, 2017
Tuesday

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>House &amp; Senate IN Session</td>
</tr>
<tr>
<td>9:00 AM - 10:00 AM</td>
<td>Scheduling Meeting -- 221-A</td>
</tr>
<tr>
<td>10:00 AM - 11:00 AM</td>
<td>Personnel: FSA State Committee Update Meeting -- 208A</td>
</tr>
<tr>
<td>11:00 AM - 11:30 AM</td>
<td>USDA Civil Rights Overview -- 200A</td>
</tr>
<tr>
<td>11:30 AM - 1:00 PM</td>
<td>hold - office time/lunch</td>
</tr>
<tr>
<td>1:00 PM - 1:30 PM</td>
<td>Conference Consideration Mtg. -- 208A</td>
</tr>
<tr>
<td>1:30 PM - 2:00 PM</td>
<td>Weekly Mtg. w/ Don Bice -- 208-A - Chris's Office</td>
</tr>
<tr>
<td>2:00 PM - 2:45 PM</td>
<td>Communications Strategy Meeting</td>
</tr>
<tr>
<td>3:30 PM - 4:30 PM</td>
<td>Schedule Review</td>
</tr>
<tr>
<td>5:00 PM - 6:00 PM</td>
<td>Personnel: FSA State Committee Update (Part 2) -- 208A</td>
</tr>
<tr>
<td>Time</td>
<td>Event</td>
</tr>
<tr>
<td>------------------</td>
<td>----------------------------------------------------------------------</td>
</tr>
<tr>
<td>All Day</td>
<td>House &amp; Senate IN Session</td>
</tr>
<tr>
<td>All Day</td>
<td>Please See Above</td>
</tr>
<tr>
<td>All Day</td>
<td>(b) (6) - out</td>
</tr>
<tr>
<td>8:00 AM - 10:00 AM</td>
<td>Personnel: State FSA Committees + MRP Boards</td>
</tr>
<tr>
<td></td>
<td>8-9:30 FSA Committees</td>
</tr>
<tr>
<td></td>
<td>9:30-10 MRP Boards (Mangos, watermelons, mushrooms)</td>
</tr>
<tr>
<td>8:00 AM - 9:00 AM</td>
<td>Subcabinet Meeting -- 200-A Conference Room</td>
</tr>
<tr>
<td></td>
<td>Please note Subcabinet meeting time has changed to 8:00-9:00 am.</td>
</tr>
<tr>
<td></td>
<td>Please allow 1 hour for the meeting.</td>
</tr>
<tr>
<td></td>
<td>Under Secretary may send Chief of Staff in their place when needed.</td>
</tr>
<tr>
<td></td>
<td>Conference Line: 888-844-9904</td>
</tr>
<tr>
<td></td>
<td>Access code: (b) (6)</td>
</tr>
<tr>
<td>10:00 AM - 10:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
<tr>
<td>11:30 AM - 12:00 PM</td>
<td>Standing Mtg. w/ HR - re: Executive Resource Issues -- Chris's Office</td>
</tr>
<tr>
<td></td>
<td>From: Carr, Rhonda - DM</td>
</tr>
<tr>
<td></td>
<td>Sent: Thursday, April 13, 2017 2:34 PM</td>
</tr>
<tr>
<td></td>
<td>To: Young, Chris - OSEC, Washington, DC <a href="mailto:Chris.Young@osec.usda.gov">Chris.Young@osec.usda.gov</a>;</td>
</tr>
<tr>
<td></td>
<td>Gordon, Julie - OSEC <a href="mailto:Julie.Gordon@osec.usda.gov">Julie.Gordon@osec.usda.gov</a></td>
</tr>
<tr>
<td></td>
<td>Cc: Moore, Patty - DM <a href="mailto:Patty.Moore@dm.usda.gov">Patty.Moore@dm.usda.gov</a>; Meighan, Terri - DM</td>
</tr>
<tr>
<td></td>
<td><a href="mailto:Terri.Meighan@dm.usda.gov">Terri.Meighan@dm.usda.gov</a></td>
</tr>
<tr>
<td></td>
<td>Subject: RE: Request for standing meeting</td>
</tr>
<tr>
<td></td>
<td>30 minutes and we may need a few weekly upfront but biweekly should</td>
</tr>
<tr>
<td></td>
<td>be good.</td>
</tr>
<tr>
<td></td>
<td>Thanks.</td>
</tr>
<tr>
<td></td>
<td>From: Young, Chris - OSEC, Washington, DC</td>
</tr>
<tr>
<td></td>
<td>Sent: Thursday, April 13, 2017 2:29 PM</td>
</tr>
<tr>
<td></td>
<td>To: Carr, Rhonda - DM <a href="mailto:Rhonda.Carr@dm.usda.gov">Rhonda.Carr@dm.usda.gov</a>; Gordon, Julie - OSEC</td>
</tr>
<tr>
<td></td>
<td><a href="mailto:Julie.Gordon@osec.usda.gov">Julie.Gordon@osec.usda.gov</a></td>
</tr>
<tr>
<td></td>
<td>Cc: Moore, Patty - DM <a href="mailto:Patty.Moore@dm.usda.gov">Patty.Moore@dm.usda.gov</a>; Meighan, Terri - DM</td>
</tr>
<tr>
<td></td>
<td><a href="mailto:Terri.Meighan@dm.usda.gov">Terri.Meighan@dm.usda.gov</a></td>
</tr>
<tr>
<td></td>
<td>Subject: RE: Request for standing meeting</td>
</tr>
<tr>
<td></td>
<td>Julie, I asked Rhonda to add this.</td>
</tr>
</tbody>
</table>
Rhonda, do you think a 30-minute block weekly or biweekly is sufficient?

From: Carr, Rhonda - DM
Sent: Thursday, April 13, 2017 2:02 PM
To: Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>
Cc: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>; Moore, Patty - DM <Patty.Moore@dm.usda.gov>; Meighan, Terri - DM <Terri.Meighan@dm.usda.gov>
Subject: Request for standing meeting

Hi Julie,

Just want to put on your radar….to schedule a standing meeting with Chris, Patty, Terri, and I to discuss Executive Resources issues. Tentatively starting in May….Many thanks.

Roo

RHONDA C. CARR | Deputy Director, Executive Resources Management Division
Office of Human Resources Management | Departmental Management | U.S. Department of Agriculture
1400 Independence Avenue, SW | J LW Building | Room 309W
Washington, D.C. 20250
202/720-3967-Direct | Cell
rhonda.carr@dm.usda.gov

2:00 PM - 2:30 PM Surrogate Travel Mtg. -- 208A

3:30 PM - 4:00 PM Meeting with 4H Leadership
November 16, 2017
Thursday

12:00 AM - 12:00 AM   House & Senate IN Session

9:00 AM - 9:30 AM   Calendar Review mtg. -- 208-A

10:00 AM - 10:30 AM   Scheduling and Advance Briefing with Mr. McKinney -- 208A

11:00 AM - 11:30 AM   Follow Up Internship (FFA/4-H/AFA) mtg. -- 208-A

11:45 AM - 1:15 PM   Lunch w/ Charlie Thornton -- USDA People's Buffet - upstairs

Happy to come there as he mentioned that. Time is fine as well!

Thanks!
Charlie

From: Gordon, Julie - OSEC [mailto:Julie.Gordon@osec.usda.gov]
Sent: Thursday, October 12, 2017 10:48 AM
To: Thornton, Charlie
Subject: RE: Greetings

Perfect!

Would you like to come here or meet somewhere off campus? Let me know and I will be happy to make the reservations. Also, thinking about 11:45a, as Chris will need to be back for a 1:30p meeting.

Thank you!

Julie Gordon

Special Assistant – Office of the Secretary

United States Department of Agriculture
Office: 202-720-3631
Cell: (6) (6)

From: Thornton, Charlie [mailto:cthornton@CFTC.gov]
Sent: Thursday, October 12, 2017 10:44 AM
To: Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>
Subject: RE: Greetings

The 31st works for me!
Mr. Thornton,

Chris is available M‐F the week of Oct. 30 – Nov. 3.

Please let me know if one of those days will work for you.

Look forward to hearing from you.

Julie

Julie Gordon
Special Assistant – Office of the Secretary
United States Department of Agriculture
Office: 202-720-3631

Good morning, Charlie.

I’m presently in London. I’ve copied Julie so she can help us find a time for lunch. Would love to welcome you over to USDA. However, my travel schedule is intense into early-to-mid November. So we realistically may be looking at three or four weeks. We’ll find a time, though.

‐Chris

From: Thornton, Charlie [mailto:cthornton@CFTC.gov]
Sent: Wednesday, October 11, 2017 3:59 PM
To: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>
Subject: RE: Greetings
Circling back on this. Should I reach out to Julie? Hope your travels are going well!!

We just went to Georgia and we happened to meet with Commissioner Black. Will have to fill you in.

Charlie

From: Thornton, Charlie  
Sent: Wednesday, September 27, 2017 10:46 AM  
To: 'Young, Chris - OSEC, Washington, DC'  
Subject: RE: Greetings

Completely understand. Happy to work with her to find a time.

From: Young, Chris - OSEC, Washington, DC [mailto:Chris.Young@osec.usda.gov]  
Sent: Wednesday, September 27, 2017 10:12 AM  
To: Thornton, Charlie  
Subject: RE: Greetings

Good morning, Charlie. Hope you are well.

I’d like to get together, too, but I’m fairly packed through the end of October. (A long international trip is thrown in there.) I’ll have Julie, my assistant, try to find some time. Maybe we could do lunch here at USDA.

From: Thornton, Charlie [mailto:cthornton@CFTC.gov]  
Sent: Tuesday, September 26, 2017 1:29 PM  
To: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>  
Subject: Greetings

Chris,

I hope that you are settling in. I would like to take you up on that offer to meet. Would you have time in the next couple of weeks?

Best,  
Charlie

N. Charles Thornton III  
Director, Office of Legislative Affairs  
U.S. Commodity Futures Trading Commission  
1155 21st Street, NW  |  Washington DC 20581  |  Tel: 202.418.5145
Sounds good. Julie, is there a half hour block that Chris is available for us to touch base on this on maybe Thursday?

Thank you!
Lauren

Lilia,

Let’s circle the wagons later this week to see how this is shaping up.

C.

Hi Bo,

I will get final answers for you in the coming days and send along. I am including the information that I know now below:

- What time will the Secretary be arriving?
  What time will he speak?
- Will the Secretary’s office provide an introduction or will we need to write one from what we find on the USDA website?
  I have attached a bio of the Secretary
- Who on his staff will be accompanying him? Will Mrs. Perdue be with him? Will they be coming in separate vehicles?
  I am also including Chris Young, as he will be accompanying the Secretary. I will find out of Mrs. Perdue plans to attend.
- How long will he be speaking?
  I believe he will speak for about 15 minutes
- Will he need a green room or will he be going directly to the assembly?
  A hold room would be great for him to review his remarks for a few minutes upon arrival
- Are there specific protocol issues we need to be prepared to address?
- Please confirm that he does not need lodging.
No lodging is needed

Chris, feel free to add in anything I missed.

Thank you!

Best,
Lauren

From: Ryles, Bo [mailto:boryles@fourhcouncil.edu]
Sent: Monday, November 06, 2017 4:18 PM
To: McFarland, Lilia - FSA, Washington, DC <Lilia.McFarland@wdc.usda.gov>
Cc: Sullivan, Lauren - OSEC, Washington, DC <Lauren.Sullivan@osec.usda.gov>
Subject: Nov 25th Details

Lilia,

Dr. Susan Stewart has provided the details relative to National 4-H Congress assembly. The team posed a questions that I hope you can help us answer.

From Dr Stewart:
The Saturday morning assembly will begin at 8 am in the Regency Ballroom. The speaker for that assembly is Dr. Andrew Lovett, a principal from City of Atlanta Schools who has worked with 4-H on a service learning experience. Dr. Lovett is a 4-H alum from Dougherty County. His comments will last 10-15 minutes.

We listed the Secretary after Dr. Lovett. The program always builds to the highest level individual on the program. Our current agenda is:

MC/Welcome – Nathan Lindsey, Oklahoma
American Pledge – Brian Potts, Nebraska
4-H Pledge – McKenna Carnahan, Wyoming
Introduction of 4-H Entertainment – Davis C. Smith, Arkansas
4-H Entertainment – Kyle Sellers, Georgia
Introduction of Speaker – Angel Austin, Georgia
Speaker Dr. Andrew Lovett
  Principal, Benteen Elementary School
Introduction of Secretary Perdue
Speaker The Honorable Sonny Perdue
  United States Secretary of Agriculture
Announcements – Lindsey Scott, South Carolina

Questions to make the Secretary’s appearance seamless:
- What time will the Secretary be arriving? We will have a group of Congress leadership youth meet him at the door and escort him to the Assembly.
- Will the Secretary’s office provide an introduction or will we need to write one from what we find on the USDA website?
- Who on his staff will be accompanying him? Will Mrs. Perdue be with him? Will they be coming in separate vehicles? Please ask all to enter the hotel through the front door on Peachtree Street. I will arrange for parking on the front drive for the
number of vehicles expected.
· How long will he be speaking?
· Will he need a green room or will he be going directly to the assembly?
· Are there specific protocol issues we need to be prepared to address?
· Please confirm that he does not need lodging.

Please call as needed. Thank you.

Sincerely,
Bo

Bo Ryles, EdD.
Sr Director/ National 4-H Council
Sr Director/ National 4-H Council
7100 Connecticut Av. Chevy Chase MD 20815
O: 706 542 3390. M: [redacted]
www.4-H.org
This email and any files transmitted with it are confidential and intended solely for
the use of the individual or entity to whom they are addressed. If you have
received this email in error please notify the originator of the message. This footer
also confirms that this email message has been scanned for the presence of
computer viruses. National 4-H
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>CY - do not schedule (may be out)</td>
</tr>
<tr>
<td></td>
<td>All Day</td>
</tr>
<tr>
<td></td>
<td>Julie - CDO</td>
</tr>
<tr>
<td></td>
<td>All Day</td>
</tr>
<tr>
<td></td>
<td>Senate ONLY IN Session</td>
</tr>
</tbody>
</table>
November 20, 2017
Monday

12:00 AM - 12:00 AM

CY - travel - GA

TRAVELER NOTICE - Many airlines charge fees for baggage and other services. Amounts vary by airline and are subject to change. Travelers are responsible for verifying all fees charged by individual carriers. Please visit the operating carrier website of your ticketed itinerary for applicable fees.

To view your trip via Viewtrip, please click here

Printer Friendly

Ticket Receipt

Total Amount: 421.40 USD
This ticket information applies to the following trip(s):

Delta Air Lines Flight 2490 from Washington DC to Atlanta GA on November 20
Delta Air Lines Flight 1963 from Atlanta GA to Washington DC on November 27

ElectronicTicket Number: 0067007642225
Invoice Number: EZ0136563
Ticket Amount: 421.40 USD
Form of Payment: VI**********3392

Travel Summary – Agency Record Locator VLJ65E

Traveler

YOUNG / LARRY C

Reference number by traveler: A0VBB2

<table>
<thead>
<tr>
<th>Date</th>
<th>From/To</th>
<th>Flight/Vendor</th>
<th>Status</th>
<th>Depart/Arrive</th>
<th>Class/Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>11/20/2017</td>
<td>DCA-ATL</td>
<td>DL 2490</td>
<td>Confirmed</td>
<td>07:15 PM/09:14 PM</td>
<td>Premium Economy / S</td>
</tr>
<tr>
<td>11/20/2017</td>
<td>ATL</td>
<td>b) (B) Atlanta</td>
<td>Confirmed</td>
<td>11/20-11/21</td>
<td></td>
</tr>
<tr>
<td>11/24/2017</td>
<td>ATL</td>
<td>b) (B) Atlanta</td>
<td>Confirmed</td>
<td>11/24-11/27</td>
<td></td>
</tr>
<tr>
<td>11/27/2017</td>
<td>ATL-DCA</td>
<td>DL 1963</td>
<td>Confirmed</td>
<td>01:34 PM/03:20 PM</td>
<td>Premium Economy / S</td>
</tr>
</tbody>
</table>
**AIR - Monday, November 20, 2017**

**Record Locator VLJ65E**

<table>
<thead>
<tr>
<th>Delta Air Lines</th>
<th>Flight DL2490</th>
<th>Precrew</th>
</tr>
</thead>
<tbody>
<tr>
<td>Depart:</td>
<td>Ronald Ri</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Terminal I</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Washington</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Columbia</td>
<td></td>
</tr>
</tbody>
</table>

**ARRIVE:**

**Duration:**

**Status:**

**Equipment:**

**Seat:**

**FF Number:**

**Distance:**

**CO2 Emissions:**

---

**CAR - Monday, November 20, 2017**

**Hertz Rent-A-Car**

<table>
<thead>
<tr>
<th>Pick Up:</th>
<th>Atlanta Htl</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Rental Cen</td>
</tr>
<tr>
<td></td>
<td>College P</td>
</tr>
<tr>
<td></td>
<td>United Str</td>
</tr>
<tr>
<td></td>
<td>530-2925</td>
</tr>
</tbody>
</table>

**Drop Off:**

**Type:**

**Status:**

**Weekly Rate:**

**Extra Day Fee:**

**Extra Day Allowance:**

**Mileage Allowance:**

**Estimated Total:**

**Confirmation:**

**Corp. Discount:**

**Frequent Renter ID:**

**CO2 Emissions:**

**Special Information:**

**Remarks:**
Monday

HOTEL - Monday, November 20

(B) (6)
Address:

Tel:
Fax:
Check In/Check Out:
Status:
Number of Persons:
Number of Rooms:
Number of Nights:
Rate per night:
Guaranteed:
Confirmation:
Corp. Discount:
Frequent Guest ID:
Cancellation Policy:

CO2 Emissions:
Remarks:

HOTEL - Friday, November 24

(B) (6)
Address:

Tel:
Fax:
Check In/Check Out:
Status:
Number of Persons:
Number of Rooms:
Number of Nights:
Rate per night:
Guaranteed:
Confirmation:
Corp. Discount:
Frequent Guest ID:
Cancellation Policy:

CO2 Emissions:
Remarks:

AIR - Monday, November 27 20
Record Locator VLV65E

Delta Air Lines Flight DL1963 Pre
Depart: Hartfield
Terminal: Atlanta, GA
States

Arrive:
FOR 24/7 TRAVEL ASSISTANCE PLEASE CALL THE BCD TRAVEL TEAM AT 1-800-877-6120. FOR OUTSIDE THE US CALL COLLECT. FOR THE HEARING IMPAIRED: PLEASE CALL ACCESS RELAY SERVICE PROVIDER AT 1-800-877-6120 TO ACCESS THIS SERVICE. DUE TO RECENT CHANGES IN THE F-1 PROGRAM/CPP YOUR AIR RESERVATION CANCELLATION BY THE AIRLINES IF 48 HOURS PRIOR TO SCHEDULED DEPARTURE. PLEASE ENSURE ALL NECESSARY AIR RESERVATIONS ARE MADE IN ACCORDANCE WITH YOUR AGENCY'S GUIDELINES. FOR RESERVATIONS MORE THAN 3 BUSINESS DAYS PRIOR TO TRAVEL, THIS 48 HOURS CANCELLATION RULE APPLIES. INTERNATIONAL RESERVATIONS UNLESS SPECIFIED WILL BE SCHEDULED AT DESTINATION. FOR THE LATEST INFORMATION, PLEASE CONTACT TRAVEL CONSULTANT.

CHECK-IN TIMES ARE 90 MINUTES PRIOR TO DEPARTURE FOR DOMESTIC FLIGHTS OR 120 MINUTES PRIOR TO DEPARTURE FOR INTERNATIONAL FLIGHTS. CHECKED BAGGAGE POLICIES VARY BY AIRLINE. CONTACT YOUR TRAVEL CONSULTANT FOR SPECIFIC INFORMATION.

Estimated trip total

<table>
<thead>
<tr>
<th>Mode</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Air</td>
<td>421.40 USD</td>
</tr>
<tr>
<td>Car</td>
<td>364.86 USD</td>
</tr>
</tbody>
</table>

Fare details: Ticketed

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Fare Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Air</td>
<td>DL2490 20Nov DL1963 27Nov</td>
</tr>
</tbody>
</table>

Advice to Passengers

Transportation of Hazardous Materials

Federal law forbids the carriage of hazardous materials on aircraft. This includes certain hazardous materials, such as compressed gases, flammable liquids and solids, and toxic substances. Always check that your luggage is free from hazardous materials.

Forbidden Dangerous Items Examples

Paints, lighter fluid, fireworks, tear gases, quantities (up to 70 ounces total) of medical drugs on your person. For further information, contact your travel consultan.

Note: Spare batteries and fuel cells are not allowed in checked baggage. If your carry-on bag is gate checked, you will be required to take it off. If it is not gate checked, it will be checked.
Dear Colleagues,

Please read this email carefully.

On Monday morning, 20 November, 9:00 am until we finish (likely around 11:30 am), we will hold an in-person FY18 Q2 Strategy Meeting in 221-A. This meeting will prioritize messages and messaging mediums (e.g., events, media interviews, announcements, etc.) for the first three months of 2018. Your attendance is mandatory, unless you have previously been approved for leave. A call-in line will be provided on the calendar invitation, but the strong preference is that you attend in person. This is not a proxy event: if you are on this email, you were intentionally asked to be a part of this discussion.

To prepare for the meeting, please focus your thoughts on:

- b (5) Deliberative

BCD Travel acts only as an agent for the airlines, hotels, bus companies, railroads, tour operators, cruise lines, car rental companies, and other similar third parties providing accommodations, transportation, or other meeting and travel related services ("Suppliers"). Suppliers are independent and do not act for or on behalf of BCD Travel, are not employees of BCD Travel, and do not have a joint venture or partnership with BCD Travel. Suppliers have their own terms and conditions for the services they provide, and you agree to abide by the terms and conditions set forth in any and all documents for any such Supplier services, including, without limitation, all cancellation fees. By utilizing the services represented by this itinerary, you agree to the foregoing and also agree that neither BCD Travel or its parent, affiliates, subsidiaries, partners, agents, and their respective officers, directors, employees, and representatives shall be or become liable for any loss, cost, expense, injury, accident, or damage to person or property resulting directly or indirectly from (i) the acts or omissions of Suppliers, including, but not limited to, delays or cancellation of services, cessation of operations, breakdown in machinery or equipment, or changes in fares, itineraries, or schedules; and/or (ii) acts of God, dangers incident to the sea, fires, acts of government or other authorities, wars, acts of terrorism, civil unrest, strikes, riots, thefts, pilferage, epidemics, quarantines, other diseases, climatic aberrations, or from any other cause beyond BCD Travel's control. Please see additional terms and conditions related to this itinerary at Terms and Conditions.
Rebeckah, Policy Group – Campbell, Klip, Peter, Kailee
Tim, Comms Group – Michawn, Meghan, Jake
Joby, Stakeholders Group – Abbey, Peter, Turner, Diane
Lauren, Logistics Group – Rob, Bethany, Nick, Sa,

Please have those documents submitted to Campbell and me by close of business on Friday.

These discussions will also set the similar priorities for the subcabinet.

Thank you,
Chris

L. Christopher Young
Deputy Chief of Staff
United States Department of Agriculture
Office: 202.720.3631

5:45 PM - 6:00 PM  depart for DCA

7:15 PM - 9:14 PM  depart DCA at 7:15p on Delta flight 2490 - arrive Atlanta at 9:14p
<table>
<thead>
<tr>
<th>All Day</th>
<th>CY - travel - GA</th>
<th>Please See Above</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>(D) (6) out of the office</td>
<td>Please See Above</td>
</tr>
<tr>
<td>All Day</td>
<td>House &amp; Senate In RECESS</td>
<td>Please See Above</td>
</tr>
<tr>
<td>Time</td>
<td>Event</td>
<td>Additional Information</td>
</tr>
<tr>
<td>----------</td>
<td>--------------------------------------------</td>
<td>------------------------</td>
</tr>
<tr>
<td>All Day</td>
<td>CY - travel - GA</td>
<td>Please See Above</td>
</tr>
<tr>
<td>All Day</td>
<td>(b) (6) out of the office</td>
<td>Please See Above</td>
</tr>
<tr>
<td>All Day</td>
<td>House &amp; Senate In RECESS</td>
<td>Please See Above</td>
</tr>
<tr>
<td>All Day</td>
<td>(b) (6) out</td>
<td></td>
</tr>
</tbody>
</table>

**November 22, 2017**

**Wednesday**
<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>CY - travel - GA</td>
<td>Please See Above</td>
</tr>
<tr>
<td>All Day</td>
<td>(b) (6) out of the office</td>
<td>Please See Above</td>
</tr>
<tr>
<td>All Day</td>
<td>House &amp; Senate In RECESS</td>
<td>Please See Above</td>
</tr>
<tr>
<td>All Day</td>
<td>Thanksgiving Day - Federal Holiday</td>
<td></td>
</tr>
<tr>
<td>Time</td>
<td>Event</td>
<td></td>
</tr>
<tr>
<td>--------------------</td>
<td>--------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>All Day</td>
<td>CY - travel - GA</td>
<td></td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>(b) (6) out of the office</td>
<td></td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>House &amp; Senate In RECESS</td>
<td></td>
</tr>
<tr>
<td>All Day</td>
<td>(b) (6) out on annual leave</td>
<td></td>
</tr>
</tbody>
</table>
November 25, 2017
Saturday

All Day

CY - travel - GA

Please See Above

8:30 AM - 10:30 AM
National 4H Youth Congress -- Hyatt Regency Atlanta, 265 Peachtree Street, NE, Atlanta, 30303, Regency Ballroom

Contact:
Susan Stewart
S. Stewart and Associates, Inc.
PO Box 367
Alpharetta, GA 30009
Phone 770-619-1232

The Saturday morning assembly will begin at 8 am in the Regency Ballroom. The speaker for that assembly is Dr. Andrew Lovett, a principal from City of Atlanta Schools who has worked with 4-H on a service learning experience. Dr. Lovett is a 4-H alum from Dougherty County. The Secretary will speak at 8:30am.

We listed the Secretary after Dr. Lovett. The program always builds to the highest level individual on the program. Our current agenda is:

MC/Welcome – Nathan Lindsey, Oklahoma
American Pledge – Brian Potts, Nebraska
4-H Pledge – McKenna Carnahan, Wyoming
Introduction of 4-H Entertainment – Davis C. Smith,
Arkansas
4-H Entertainment – Kyle Sellers, Georgia
Introduction of Speaker – Angel Austin, Georgia
Speaker Dr. Andrew Lovett
Principal, Benteen Elementary School
Introduction of Secretary Perdue -

Speaker The Honorable Sonny Perdue
United States Secretary of Agriculture
Announcements – Lindsey Scott, South Carolina
| All Day | CY - travel - GA | Please See Above |
November 27, 2017
Monday

12:00 AM - 12:00 AM  CY - travel - GA
Please See Above

All Day  Senate ONLY IN Session

8:30 AM - 9:30 AM  Senior Staff Mtg. Call numbers below -- OSEC Bullpen; see phone numbers below
All:
Going forward, we can use the conference line number below.
Conference Line:
1-888-844-9904
Code: (b) (6)
The phone number for the phone is (b) (8) . We can use this when there is only one person calling in.

11:30 AM - 11:45 AM  Sec. arrival to office

1:00 PM - 3:00 PM  FYI -- Retirement Celebration -- Whitten Patio

3:30 PM - 4:00 PM  mtg. w/ Inga Bumbary-Langston -- 208-A

3:45 PM - 4:00 PM  office arrival

4:00 PM - 4:30 PM  HR mtg. -- 208A

4:30 PM - 5:15 PM  Japan/Korea Timeline Meeting -- 208A
Zhulieta, I only had OSEC on the original meeting invite, Can you please pass on to the appropriate people in FAS? Thank you!

Lauren

5:30 PM - 6:00 PM  Calendar Review mtg. -- 208-A
8:00 AM - 9:00 AM  
**Weekly Mission Area Chiefs of Staff Meeting -- 200-A Conference Room**

To: Mission Area Chiefs of Staff

From: L. Christopher Young, Deputy Chief of Staff, U.S. Department of Agriculture

Re: Weekly Chiefs Meeting

Effective next Tuesday, 28 November, and then every Tuesday morning thereafter, we will hold a mandatory weekly mission area chiefs of staff meeting. The meeting will be from 8:00 – 9:00 am and take place in the Secretary’s conference room (200-A). Ms. Julie Gordon, my executive assistant, will send out a calendar invitation shortly.

At the initial meeting, Heidi and I will outline the purpose and what you should come each week prepared to discuss. In general, though, we want to unify our messaging across the Department. To that end, each week you should bring a one-month rolling set of announcements and events for your constituent agencies. We will also consider in more depth items that the subcabinet will cover on Wednesdays.

Your attendance is required. Should you be on leave or otherwise unable to attend, please ensure that your mission area is appropriately represented.

L. Christopher Young  
Deputy Chief of Staff  
United States Department of Agriculture  
Office: 202.720.3631
November 28, 2017 Continued

Tuesday

11:00 AM - 1:00 PM USDA Regulation Status Readout Mtg. -- 221A
DELIBERATIVE, PRE-DECISIONAL

All,

As a reminder to keep the ball rolling: (b) (5) Deliberative

I will ask Julie to schedule a one-hour status readout meeting with this group the week of the 27th.

L. Christopher Young
Deputy Chief of Staff
United States Department of Agriculture
Office: 202.720.3631

1:00 PM - 1:30 PM Weekly mtg. w/ Duane Williams -- 208-A

2:00 PM - 2:30 PM mtg. w/ CY and Don B. -- Heidi's office

3:30 PM - 4:00 PM PRB Process Close Out Mtg. -- 208A

4:00 PM - 4:30 PM Follow up scheduling meeting to discuss Florida and Arkansas -- 208A

4:30 PM - 5:30 PM State Lists Discussion -- 208A
Great work, everyone. Proud of everyone’s efforts. We almost made it to the end!

Next steps:

- [b] (5) Deliberative
November 29, 2017

House & Senate IN Session

Please See Above

12:00 AM - 12:00 AM

Chris - official travel - Phoenix AZ

TRAVELER NOTICE - Many airlines charge fees for baggage and other services. Amounts vary by airline and are subject to change. Travelers are responsible for verifying all fees charged by individual carriers. Please visit the operating carrier website of your ticketed itinerary for applicable fees.

To view your trip via Viewtrip, please click here

Ticket Receipt

Total Amount: 645.60 USD
This ticket information applies to the following trip(s):

- Delta Air Lines Flight 2460 from Washington DC to Atlanta GA on November 29
- Delta Air Lines Flight 2618 from Atlanta GA to Phoenix AZ on November 29
- Delta Air Lines Flight 1546 from Phoenix AZ to Atlanta GA on December 01
- Delta Air Lines Flight 2909 from Atlanta GA to Washington DC on December 01

Electronic Ticket Number: 0067007042718
Invoice Number: EZ20137256
Ticket Amount: 645.60 USD
Form of Payment: VI**********3392

Travel Summary – Agency Record Locator TD8CCA

Traveler
YOUNG / LARRY C

Reference number by traveler: A0X0BH

<table>
<thead>
<tr>
<th>Date</th>
<th>From/To</th>
<th>Flight/Vendor</th>
<th>Status</th>
<th>Depart/Arrive</th>
<th>Class/Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>11/29/2017</td>
<td>DCA-ATL</td>
<td>DL 2460</td>
<td>Confirmed</td>
<td>11:03 AM/01:05 PM</td>
<td>Premium Economy / S</td>
</tr>
<tr>
<td>11/29/2017</td>
<td>ATL-PHX</td>
<td>DL 2618</td>
<td>Confirmed</td>
<td>02:32 PM/04:50 PM</td>
<td>Economy / L</td>
</tr>
<tr>
<td>12/01/2017</td>
<td>PHX-ATL</td>
<td>DL 1546</td>
<td>Confirmed</td>
<td>11:34 AM/05:10 PM</td>
<td>Economy / L</td>
</tr>
<tr>
<td>12/01/2017</td>
<td>ATL-DCA</td>
<td>DL 2909</td>
<td>Confirmed</td>
<td>05:51 PM/07:34 PM</td>
<td>Premium Economy / S</td>
</tr>
</tbody>
</table>

366 of 478
AIR - Wednesday, November 2
Record Locator TD8CCA

Delta Air Lines Flight DL2460 Pre
Depart: Ronald Ri
Terminal I
Washington
Columbia

Arrive:

Duration:
Status:
Equipment:
Seat:
FF Number:
Distance:
CO2 Emissions:

AIR - Wednesday, November 2

Delta Air Lines Flight DL2618 Eco
Depart: Hartsfield
Terminal 1
Atlanta, GA
States

Arrive:

Duration:
Total duration:
Status:
Meal:
Equipment:
Seat:
FF Number:
Distance:
CO2 Emissions:
### AIR - Friday, December 1 2017

#### Record Locator TD8CCA

**Delta Air Lines Flight DL1546 Eco**

- **Depart:** Sky Harbor
  - Phoenix, AZ

- **Arrive:**

- **Duration:**

- **Status:**

- **Meal:**

- **Equipment:**

- **Seat:**

- **FF Number:**

- **Distance:**

- **CO2 Emissions:**

---

**AIR - Friday, December 1 2017**

**Delta Air Lines Flight DL2909 Prem**

- **Depart:** Hartsfield
  - Terminal 1
  - Atlanta, GA

- **Arrive:**

- **Duration:**

- **Total duration:**

- **Status:**

- **Equipment:**

- **Seat:**

- **FF Number:**

- **Distance:**

- **CO2 Emissions:**

---

### Remarks

FOR 24/7 TRAVEL ASSISTANCE PLEASE CALL THE BCD TRAVEL TEAM AT 1-800-877-6010 FOR OUTSIDE THE US CALL COLLECT FOR THE HEARING IMPAIRED - PLEASE CALL ACCESS RELAY SERVICE PROVIE NUMBER OF 1-800-877-0120 TO ACCESS. DUE TO RECENT CHANGES IN THE FLY PROGRAM/CPP YOUR AIR RESERVATION MAY LOOK DIFFERENT THAN OTHER YEARS.
November 29, 2017 Continued

Wednesday

21Nov/12:55PM

<table>
<thead>
<tr>
<th>Estimated trip total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Air</td>
</tr>
<tr>
<td>645.60 USD</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fare details: Ticketed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vendor</td>
</tr>
<tr>
<td>Air</td>
</tr>
<tr>
<td>DL2460 29Nov</td>
</tr>
<tr>
<td>DL2618 29Nov</td>
</tr>
<tr>
<td>DL1546 01Dec</td>
</tr>
<tr>
<td>DL2909 01Dec</td>
</tr>
</tbody>
</table>

All quotes are provider quotes excluding taxes. This itinerary receipt are done using the bills that some local taxes and charges may be included.

Advice to Passengers

Transportation of Hazardous Materials

Federal law forbids the carriage of hazardous materials that result in 5 years imprisonment and penalties for such materials as compressed gases, flammable liquids and solids, corrosives, radioactives, infectious or dangerous materials. For further information, contact the airlines.

Forbidden Dangerous Items Examples

- Paints, lighter fluid, fireworks, tear gases, irritants, bleach, quantities (up to 70 ounces total) of medicinal products
- Note: Spare batteries and fuel cells are not allowed in checked baggage. If your carry-on bag is gate checked, these items must be packed separately from your carry-on bag.

This email was generated at 21Nov/6:55

BCD Travel acts only as an agent for the airlines, hotels, bus companies, railroads, tour operators, cruise lines, car rental companies, and other similar third parties providing accommodations, transportation, or other meeting and travel related services ("Suppliers"). Suppliers are independent and do not act for or on behalf of BCD Travel, are not employees of BCD Travel, and do not have a joint venture or partnership with BCD Travel. Suppliers have their own terms and conditions for the services they provide, and you agree to abide by the terms and conditions set forth in any and all documents for any such services, including, without limitation, all cancellation fees. By utilizing the services represented by this itinerary, you agree to the foregoing and also agree that neither BCD Travel or its parent, affiliates, subsidiaries, partners, agents, and their respective officers, directors, employees, and representatives shall be or become liable for any loss, cost, expense, injury, accident, or damage to person or property resulting directly or indirectly from (i) the acts or omissions of Suppliers, including, but not limited to, delays or cancellation of services, cessations of operations, breakdown in machinery or equipment, or changes in fares, itineraries, or schedules; and/or (ii) acts of God, dangers incident to the sea, fires, acts of government or other authorities, wars, acts of terrorism, civil unrest, strikes, riots, thefts, pilferage, epidemics, quarantines, other diseases, climatic aberrations, or from any other cause beyond BCD Travel's control. Please see additional terms and conditions related to this itinerary at Terms and Conditions.
November 29, 2017 Continued
Wednesday

All Day

8:00 AM - 9:00 AM Subcabinet Meeting -- 200-A Conference Room

Please note Subcabinet meeting time has changed to 8:00-9:00 am. Please allow 1 hour for the meeting.

Under Secretary may send Chief of Staff in their place when needed.

Conference Line: 888-844-9904
Access code: [redacted]

9:00 AM - 9:30 AM Calendar Review mtg. -- 208-A

9:30 AM - 9:45 AM depart USDA for DCA

11:00 AM - 11:30 AM Communications Strategy Meeting -- 200A

11:03 AM - 4:50 PM depart DCA at 11:03a on Delta flight 2460 - arrive Atlanta at 1:05p - depart Atlanta at 2:32p on Delta flight 2618 - arrive Phoenix 4:50p

1:00 PM - 1:30 PM mtg. w/ Carly re: State Directors -- 208-A

5:30 PM - 6:00 PM Confirmation number: 3393877782

Phone # [redacted]
<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>House &amp; Senate IN Session</td>
</tr>
<tr>
<td>All Day</td>
<td>Chris - official travel - Phoenix AZ</td>
</tr>
<tr>
<td>8:30 AM - 9:30 AM</td>
<td>Senior Staff Mtg. Call numbers below -- OSEC Bullpen; see phone numbers below All: Going forward, we can use the conference line number below. <strong>Conference Line:</strong> 1-888-844-9904 <strong>Code:</strong> <a href="6">b</a> The <strong>phone number for the phone is <a href="6">b</a></strong>. We can use this when there is only one person calling in.</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
<tr>
<td>12:30 PM - 1:30 PM</td>
<td>ERS Brown Bag #4: What role do food access and the cost of a healthy diet play in Americans' food choice? -- 200-A</td>
</tr>
</tbody>
</table>
11:00 AM - 11:30 AM USDA Civil Rights Review

Civil Rights Review: 11-11:30am Stephen, Tami Trost, Arlean Leland, Winona Scott
Monday

12:00 AM - 12:00 AM
House and Senate IN Session

11:00 AM - 11:30 AM
Staff Pre-brief before G7 Meeting with the Secretary -- 221A

11:30 AM - 12:00 PM
Shared Cost & Modernization -- Heidi’s Office

1:00 PM - 1:30 PM
mtg. w/ -- 208A - Chris’s office

Can we please set up 30 minutes for Chris to meet with FYI [b](6) is out of town next Mon., Tue., Wed. but available before/after that. I’ve copied him on this e-mail. Also include me on the invite. 😊

Thanks!

Diane

From: Young, Chris - OSEC, Washington, DC
Sent: Tuesday, September 12, 2017 4:52 PM
To: Cullo, Diane - OSEC, Washington, DC <Diane.Cullo@osec.usda.gov>
Subject: RE: MVAL/Vets2Ag Initiative

yes

From: Cullo, Diane - OSEC, Washington, DC
Sent: Tuesday, September 12, 2017 4:51 PM
To: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>
Subject: MVAL/Vets2Ag Initiative

Attached is [b](6) resume and bio. This would be an initial 120-day detail from the [b](6) He’s superb. I’d like to bring him over to meet with you. May I set up with Julie?

He’ll help our roll out and if all works out can bring him over permanently once I have budget in place.

Diane

2:00 PM - 2:30 PM
Calendar Review mtg. -- 208-A
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>3:00 PM - 3:30 PM</td>
<td>Communications Strategy Meeting</td>
<td></td>
</tr>
<tr>
<td>3:30 PM - 4:00 PM</td>
<td>G7 Summit/Europe Briefing</td>
<td>200A</td>
</tr>
</tbody>
</table>
October 3, 2017
Tuesday

All Day
House and Senate IN Session
Please See Above

9:00 AM - 10:00 AM
Scheduling Meeting -- 221-A

12:10 PM - 12:30 PM
Transit to British Ambassador's Residence

12:30 PM - 1:30 PM
Lunch with Sir Kim Darroch, UK Ambassador to the United States -- The British Ambassador's Residence

2:15 PM - 2:45 PM
Weekly Mtg. w/ Don Bice -- 208-A - Chris's Office

3:30 PM - 4:00 PM
OPPE Briefing
Diane will run through OPPE structure, staffing, etc

4:15 PM - 4:45 PM
mtg. w/ Jannine Miller re: Infrastructure Events -- Chris’s office
Scheduling request for Chris

From: Miller, Jannine - OSEC, Washington, DC
Sent: Friday, September 29, 2017 3:00 PM
To: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>
Cc: Rollins, Blake - OSEC, Washington, DC <Blake.Rollins@osec.usda.gov>; Hudson, Bethany - OSEC, Washington DC <Bethany.Hudson@osec.usda.gov>
Subject: Re: "Infrastructure" events

Yes, certainly! Something tells me that you’ll also be dealing with another 15 things on Monday and Tuesday, too ;-) but I’m thankful to be getting in the cue for just a few mins of your time - won’t take more than 10 mins. I’ll work with Bethany on scheduling.

Thanks for all you’re handling, Chris - appreciate you!!

Jannine

Jannine Miller
Senior Advisor for Rural Infrastructure
Office of the Secretary of Agriculture
Jannine.Miller@osec.usda.gov
202-597-0486

On Sep 29, 2017, at 12:55 PM, Young, Chris - OSEC, Washington, DC
<Chris.Young@osec.usda.gov> wrote:

Monday or Tuesday is going to be far, far better. My computer completely crashed today, which is one of about fifteen various situations.

From: Miller, Jannine - OSEC, Washington, DC  
Sent: Friday, September 29, 2017 9:43:20 AM  
To: Young, Chris - OSEC, Washington, DC  
Cc: Rollins, Blake - OSEC, Washington, DC  
Subject: "Infrastructure" events  

Hi Chris,

Thanks for working to get some good events lined up related to the Infrastructure initiative. As I mentioned at the Sr. Staff mtg today, there are a few additional aspects you & I should circle-up on, particularly related to (b)(5) Deliberative.

When might be good for you to touch base? I'll be available today by phone (cell is (b) (6) ) and I'll be back in the office on Monday, if that's better for you.

Thanks so much!  
Jannine

______________________________  
Jannine Miller  
Senior Advisor for Rural Infrastructure  
Office of the Secretary of Agriculture  
Jannine.Miller@osec.usda.gov  
202-597-0486  

5:00 PM - 6:00 PM  
Cabinet Affairs Outlook Report Due
<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>House and Senate IN Session</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>Travel - Raleigh NC</td>
</tr>
</tbody>
</table>
TRAVELER NOTICE - Many airlines charge fees for baggage and other services. Amounts vary by airline and are subject to change. Travelers are responsible for verifying all fees charged by individual carriers. Please visit the operating carrier website of your ticketed itinerary for applicable fees.

To view your trip via Viewtrip, please click [here](#).

---

**Ticket Receipt**

Total Amount: 464.40 USD

This ticket information applies to the following trip(s):

- Delta Air Lines Flight 6308 from Washington DC to Raleigh / Durham NC on October 04 (Operated By: Gojet Airlines Dba Delta Connection)
- Delta Air Lines Flight 6271 from Raleigh / Durham NC to Washington DC on October 06 (Operated By: Gojet Airlines Dba Delta Connection)

Electronic Ticket Number: 0068613178385
Invoice Number: E20122572
Ticket Amount: 464.40 USD
Form of Payment: Vr********3392

---

**Travel Summary – Agency Record Locator JZFSJO**

<table>
<thead>
<tr>
<th>Date</th>
<th>From/To</th>
<th>Flight/Vendor</th>
<th>Status</th>
<th>Depart/Arrive</th>
<th>Class/Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>10/04/2017</td>
<td>DCA-RDU</td>
<td>DL 6308*</td>
<td>Confirmed</td>
<td>04:40 PM/05:51 PM</td>
<td>Economy / H</td>
</tr>
<tr>
<td>10/06/2017</td>
<td>RDU-DCA</td>
<td>DL 6271*</td>
<td>Confirmed</td>
<td>10:50 AM/12:00 PM</td>
<td>Economy / L</td>
</tr>
</tbody>
</table>

---

**AIR - Wednesday, October 4 2017 - Agency Record Locator JZFSJO**

**Delta Air Lines Flight DL6308 Economy**

Depart: Ronald Reagan National, Terminal B
Washington, District of Columbia, United States
04:40 PM Wednesday, October 4 2017

Arrive: Raleigh-Durham International Airport, Terminal 2
Raleigh / Durham, North Carolina, United States
05:51 PM Wednesday, October 4 2017

Duration: 1 hour(s) and 11 minute(s) Non-stop

Status: Confirmed - Delta Air Lines Record Locator: HQPYWO

Equipment: Canadair Regional Jet 700

Operated By: Gojet Airlines Dba Delta Connection

Seat: 10A (Non smoking) Confirmed

FF Number: XXXX007357 - YOUNG/LARRY C

Distance: 227 miles / 365,243 kilometers

CO2 Emissions: 124.85 lbs/56.75 kgs

Remarks: FOR UP TO DATE TRAVEL INFORMATION ON AIRLINE CHECK-IN/RESTRICTIONS/LIMITATIONS/SECURITY. PLEASE CHECK WWW.DELTA.COM

---

**HOTEL - Wednesday, October 4 2017**

(b) (6)
AIR - Friday, October 6 2017 - Agency Record Locator JZFSJO
Delta Air Lines Flight DL6271 Economy

Depart: Raleigh-Durham International Airport, Terminal 2
Raleigh / Durham, North Carolina, United States
10:50 AM Friday, October 6 2017

Arrive: Ronald Reagan National, Terminal B
Washington, District of Columbia, United States
12:00 PM Friday, October 6 2017

Duration: 1 hour(s) and 10 minute(s) Non-stop

Status: Confirmed - Delta Air Lines Record Locator: HQPYWO

Equipment: Canadair Regional Jet 700

Operated By: GoJet Airlines DBa Delta Connection
Seat: 09B (Non smoking) Confirmed
FF Number: XXXX007357 - YOUNG/LARRY

Distance: 227 miles / 365.243 kilometers

CO2 Emissions: 124.65 lbs/56.75 kgs

Remarks

FOR 24/7 TRAVEL ASSISTANCE PLEASE CONTACT
THE BCD TRAVEL TEAM AT 1-800-877-5120
FOR OUTSIDE THE US CALL COLLECT 770-829-2603
FOR THE HEARING Impaired- PLEASE DIAL 711
TO ACCESS RELAY SERVICE PROVIDE PHONE
NUMBER OF 1-800-877-5120 TO ACCESS TRAVEL
DUE TO RECENT CHANGES IN THE FY15 GOVERNMENT CITY PAIR
PROGRAM CPP YOUR AIR RESERVATIONS ARE SUBJECT TO
CANCELLATION BY THE AIRLINES IF NOT TICKETED AT LEAST
48 HOURS PRIOR TO SCHEDULED DEPARTURE
PLEASE ENSURE ALL NECESSARY APPROVALS ARE PROCESSED IN
ACCORDANCE WITH YOUR AGENCY'S BUSINESS RULES BUT NO LESS
THAN 3 BUSINESS DAYS PRIOR TO DEPARTURE TO ENSURE TICKETING.
THIS 48 HOUR CANCELLATION RULE DOES NOT APPLY TO
INTERNATIONAL RESERVATIONS UNLESS YOUR TRIP HAS DOMESTIC
CONNECTIONS ON MORE THAN ONE AIRLINE OR THESE
RESERVATIONS REQUIRE SEPARATE AIR TICKETS.

ElectRONIC TICKET/S WILL BE ISSUED FOR THIS TRIP
CHECK-IN TIMES ARE 90 MINUTES PRIOR TO DEPARTURE
FOR DOMESTIC FLIGHTS OR 120 MINUTES FOR INTERNATIONAL
CHECKED BAGGAGE POLICIES VARY BASED ON CARRIER AND FINAL
DEPARTURE. FOR THE LATEST INFORMATION PLEASE CHECK
WITH YOUR TRAVEL CONSULTANT OR THE AIRLINES WEBSITE.

29Sep/10:53AM

Estimated trip total 691.40 USD
Air | Car | Hotel | Rail | Other
---|---|---|---|---
464.40 USD | | 227.00 USD | |

**Fare details: Ticketed**

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Fare information</th>
<th>Refund restrictions before departure</th>
<th>Change restrictions after ticketing</th>
<th>Ticket information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Air</td>
<td>DL6308 04Oct DL6271 06Oct</td>
<td>Total: USD 464.40</td>
<td>REFUND RESTRICTIONS MAY APPLY</td>
<td>CHANGE RESTRICTIONS MAY APPLY</td>
</tr>
</tbody>
</table>

All quotes are provider quotes excluding possible taxes and charges en route. Currency conversions shown in this itinerary receipt are done using the bank rate applicable at the date shown in the header of this document. Please note that some local taxes and charges may be invoiced during your trip and cannot be shown at time of reservation.

---

**Advice to Passengers**

**Transportation of Hazardous Materials**

Federal law forbids the carriage of hazardous material aboard the aircraft, in your luggage, or on your person. A violation can result in 5 years imprisonment and penalties of $250,000 or more (49 U.S.C 5124). Hazardous materials include explosives, compressed gases, flammable liquids and solids, oxidizers, poisons, corrosives and radioactive materials.

**Forbidden Dangerous Items Examples:**

Paints, lighter fluid, fireworks, tear gases, oxygen bottles and radiopharmaceuticals. There are special exceptions for small quantities (up to 70 ounces total) of medicinal and toilet articles carried in your luggage and certain smoking materials carried on your person. For further information, contact your airline representative.

**Note:** Spare batteries and fuel cells are not permitted in checked or hold baggage. These items MUST be packed in carry-on baggage. If your carry-on bag is gate checked, the spare batteries and fuel cells must be removed and carried in the cabin.

This email was generated at 29Sep/3:53 PM UTC

---

BCD Travel acts only as an agent for the airlines, hotels, bus companies, railroads, tour operators, cruise lines, car rental companies, and other similar third parties providing accommodations, transportation, or other meeting and travel related services ("Suppliers"). Suppliers are independent and do not act for or on behalf of BCD Travel, are not employees of BCD Travel, and do not have a joint venture or partnership with BCD Travel. Suppliers have their own terms and conditions for the services they provide, and you agree to abide by the terms and conditions set forth in any and all documents for any such Supplier services, including, without limitation, all cancellation fees. By utilizing the services represented by this itinerary, you agree to the foregoing and also agree that neither BCD Travel or its parent, affiliates, subsidiaries, partners, agents, and their respective officers, directors, employees, and representatives shall be or become liable for any loss, cost, expense, injury, accident, or damage to person or property resulting directly or indirectly from (i) the acts or omissions of Suppliers, including, but not limited to, delays or cancellation of services, cessation of operations, breakdown in machinery or equipment, or changes in fares, itineraries, or schedules; and/or (ii) acts of God, dangers incident to the sea, fires, acts of government or other authorities, wars, acts of terrorism, civil unrest, strikes, riots, thefts, pilferage, epidemics, quarantines, other diseases, climatic aberrations, or from any other cause beyond BCD Travel's control. Please see additional terms and conditions related to this itinerary at [Terms and Conditions](#).
8:00 AM - 9:00 AM  Subcabinet Meeting -- 221-A Conference Room
Meeting location has changed to 221-A Conference Room, just for October 4th meeting.

Thank you,
Shelia

Under Secretary may send Chief of Staff in their place when needed.

Conference Line: 888-844-9904
Access code: [b](6)

9:00 AM - 9:30 AM  Calendar Review mtg. -- 208-A

9:45 AM - 10:15 AM  mtg. re: onboarding procedures -- 208A

10:30 AM - 11:30 AM  Mandatory Onboarding Meeting -- 208-A - Chris's office

12:00 PM - 12:45 PM  HG/CY - mtg. w/ Carly -- Heidi's office

12:50 PM - 1:20 PM  Walk to Jefferson Auditorium --

1:00 PM - 3:00 PM  SES All-Hands Meeting - CY speak approx 2p-3p -- Jefferson Auditorium

3:15 PM - 3:30 PM  Transit to DCA

4:40 PM - 5:51 PM  DL 6308 departing DCA at 4:40pm, arriving RDU at 5:51pm

6:00 PM - 6:30 PM  Durham NC --
confirmation # 622244792
[b](6)
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>House and Senate IN Session</td>
<td>Please See Above</td>
</tr>
<tr>
<td>All Day</td>
<td>Travel - Raleigh NC</td>
<td>Please See Above</td>
</tr>
<tr>
<td>All Day</td>
<td>(b) (6) - out on annual leave</td>
<td></td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. - 208-A</td>
<td></td>
</tr>
<tr>
<td>Time</td>
<td>Event</td>
<td></td>
</tr>
<tr>
<td>---------------------</td>
<td>--------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>Travel - Raleigh NC</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Please See Above</td>
<td></td>
</tr>
<tr>
<td>All Day</td>
<td>Julie - CDO</td>
<td></td>
</tr>
<tr>
<td>All Day</td>
<td>Senate ONLY IN Session</td>
<td></td>
</tr>
<tr>
<td>8:00 AM - 8:30 AM</td>
<td>Calendar Review Meeting -- 208A</td>
<td></td>
</tr>
<tr>
<td></td>
<td>All,</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Please come to Chris’ office tomorrow morning at 8:00am for the daily scheduling meeting.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>For those who will need to call in, the number is below:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>888-844-9904</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Access Code: <strong>[D] (6)</strong></td>
<td></td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
<td></td>
</tr>
<tr>
<td>10:50 AM - 12:00 PM</td>
<td>depart Raleigh Delta flight 6271 at 10:50a - arrive DCA at 12 noon</td>
<td></td>
</tr>
<tr>
<td>12:30 PM - 12:45 PM</td>
<td>office arrival</td>
<td></td>
</tr>
<tr>
<td>Time</td>
<td>Event</td>
<td></td>
</tr>
<tr>
<td>----------------------</td>
<td>--------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>All Day</td>
<td>Columbus Day</td>
<td></td>
</tr>
<tr>
<td>All Day</td>
<td>House &amp; Senate In RECESS</td>
<td></td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
<td></td>
</tr>
<tr>
<td>Time</td>
<td>Activity</td>
<td></td>
</tr>
<tr>
<td>-------------------</td>
<td>------------------------</td>
<td></td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>House ONLY IN Session</td>
<td></td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>(b) (S) - out</td>
<td></td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>Travel - NYC</td>
<td></td>
</tr>
</tbody>
</table>
To view your trip via Viewtrip, please click [here](#).

**Ticket Receipt**

<table>
<thead>
<tr>
<th>Total Amount</th>
<th>168.00 USD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Description</td>
<td>Amtrak Train 2166 from Union Station to New York Penn Station on October 10</td>
</tr>
<tr>
<td>Ticket Number</td>
<td>5543351117452</td>
</tr>
<tr>
<td>Invoice Number</td>
<td>EZ0124045</td>
</tr>
<tr>
<td>Ticket Amount</td>
<td>168.00 USD</td>
</tr>
<tr>
<td>Form of Payment</td>
<td>VI********3392</td>
</tr>
</tbody>
</table>

**Travel Summary – Agency Record Locator R6XZPC**

<table>
<thead>
<tr>
<th>Date</th>
<th>From/To</th>
<th>Flight/Vendor</th>
<th>Status</th>
<th>Depart/Arrive</th>
<th>Class/Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>10/10/2017</td>
<td>WAS/NYP</td>
<td>2V 2166</td>
<td>Confirmed</td>
<td>01:00 PM/03:46 PM</td>
<td>Business</td>
</tr>
<tr>
<td>10/10/2017</td>
<td>NYC</td>
<td>(b) (6)</td>
<td>Confirmed</td>
<td>10/10-10/11</td>
<td></td>
</tr>
</tbody>
</table>

**RAIL - Tuesday, October 10 2017**

<table>
<thead>
<tr>
<th>Depart</th>
<th>Union Station, United States</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arrive</td>
<td>New York Penn Station, United States</td>
</tr>
<tr>
<td>Duration</td>
<td>2 hour(s) and 46 minute(s)</td>
</tr>
<tr>
<td>Class of Service</td>
<td>Business</td>
</tr>
<tr>
<td>Confirmation</td>
<td>Not Available</td>
</tr>
<tr>
<td>CO2 Emissions</td>
<td>Per passenger mile is approximately 0.42 lbs/0.19 kgs</td>
</tr>
<tr>
<td>Remarks</td>
<td>THIS RESERVATION HAS BEEN TICKETED WITH AMTRAK DIRECT. THE TICKET CAN BE PICKED UP AT THE STATION OR AT ANY QUIK-TRAK KIOSK. YOUR AMTRAK CONFIRMATION NUMBER IS 4FB593. TICKET COST: $168.00</td>
</tr>
</tbody>
</table>

**HOTEL - Tuesday, October 10 2017**

| Address        | 46 East 41st Street, New York, NY 10016, United States |
| Tel            | +1 (212) 765-1108 |
| Fax            | +1 (212) 429-8965 |
| Check In/Out   | Tuesday, October 10 2017 - Wednesday, October 11 2017 |
| Status         | Confirmed |
| Number of Persons | 1 |
| Number of Rooms | 1 |
| Number of Nights | 1 |
| Rate per Night | USD 426.55 plus tax and any additional fees |
| Guaranteed     | Yes |
| Confirmation   | 3385688917 |
| Frequent Guest ID | XXXX39413 |
| CO2 Emissions  | Per night is approximately 63.8 lbs/29 kgs |
| Additional Information | ZD703979304 |
| Remarks        | CREDIT CARD REQUIRED AT CHECK IN |
Chris Young Calendar
(USDA) Civil Action No. 1:18-cv-00534

Remarks
YOUR AMTRAK CONFIRMATION IS *4FBS31*
YOUR AMTRAK CONFIRMATION IS *4FBS93*
FOR 24/7 TRAVEL ASSISTANCE PLEASE CONTACT
THE BCD TRAVEL TEAM AT 1-800-877-6120
FOR OUTSIDE THE US CALL COLLECT 770-829-2603
FOR THE HEARING IMPAIRED- PLEASE DIAL 711
TO ACCESS RELAY SERVICE- PROVIDE PHONE
NUMBER OF 1-800-877-6120 TO ACCESS TRAVEL
DUE TO RECENT CHANGES IN THE FY15 GOVERNMENT CITY PAIR
PROGRAM/CPP YOUR AIR RESERVATIONS ARE SUBJECT TO
CANCELLATION BY THE AIRLINES IF NOT TICKETED AT LEAST
48 HOURS PRIOR TO SCHEDULED DEPARTURE.
PLEASE ENSURE ALL NECESSARY APPROVALS ARE PROCESSED IN
ACCORDANCE WITH YOUR AGENCY'S BUSINESS RULES BUT NO LESS
THAN 3 BUSINESS DAYS PRIOR TO DEPARTURE TO ENSURE TICKETING.
THIS 48 HOUR CANCELLATION RULE DOES NOT APPLY TO
INTERNATIONAL RESERVATIONS UNLESS YOUR TRIP HAS DOMESTIC
CONNECTIONS ON MORE THAN ONE AIRLINE OR THESE
RESERVATIONS REQUIRE SEPARATE AIR TICKETS.

ELECTRONIC TICKET(S) WILL BE ISSUED FOR THIS TRIP
CHECK-IN TIMES ARE 90 MINUTES PRIOR TO DEPARTURE
FOR DOMESTIC FLIGHTS OR 120 MINUTES FOR INTERNATIONAL
YOUR AMTRAK RESERVATION NUMBER IS .
AMTRAK TICKETS ARE NON REFUNDABLE IF LOST OR STOLEN
OR IF RESERVATION IS NOT CANCELED PRIOR TO DEPARTURE.
AMTRAK CANCELLATION POLICIES VARY. FOR ADDITIONAL
INFORMATION VISIT WWW.AMTRAK.COM OR CALL 800-835-8725
YOU WILL NOT RECEIVE A PAPER TICKET. PLEASE PROCEED TO A
QUICK-TRAK KIOSK AND SWIPE YOUR CREDIT CARD TO PRINT
YOUR TICKET FOR BOARDING
PENALTIES MAY APPLY FOR CHANGE/CANCELLATION.

05Oct/07 18AM

<table>
<thead>
<tr>
<th>Estimated trip total</th>
<th>661.01 USD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Air</td>
<td></td>
</tr>
<tr>
<td>Car</td>
<td></td>
</tr>
<tr>
<td>Hotel</td>
<td>493.01 USD</td>
</tr>
<tr>
<td>Rail</td>
<td>168.00 USD</td>
</tr>
<tr>
<td>Other</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fare details: Ticketed</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Vendor</td>
<td>Fare Information</td>
</tr>
<tr>
<td>Rail 2V2166 10Oct</td>
<td>Total: USD 168.00</td>
</tr>
</tbody>
</table>

All quotes are provider quotes excluding possible taxes and charges en route. Currency conversions shown in this itinerary receipt are done using the bank rate applicable at the date shown in the header of this document. Please note that some local taxes and charges may be invoiced during your trip and cannot be shown at time of reservation.

This email was generated at 05Oct/12:18 PM UTC
8:00 AM - 9:00 AM  
Meeting with Deputy Secretary Steve Censky -- 200A

9:00 AM - 10:00 AM  
Scheduling Meeting -- 221-A

10:00 AM - 10:30 AM  
mtg. w/ Bryce Quick -- 208-A - Chris's office  
Morning, Bryce.

   Sorry, I was traveling on Friday. If you still need to chat, Julie can pencil that in around 10 am today.

   From: Quick, Bryce - FAS  
   Sent: Friday, October 6, 2017 11:14 AM  
   To: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>  
   Subject: osec budget guidance

   Good morning Chris! I need to ask you a very quick question regarding OSEC TFAA travel funding. If you have a minute it shouldn’t take long. Thanks, Bryce

11:00 AM - 12:00 PM  
Swearing in Ceremony -- The Whitten Patio

12:20 PM - 12:50 PM  
Transit to Union Station

1:00 PM - 4:00 PM  
Amtrak Train 2V 2166 Departing Union Station at 1:00pm, arriving to NY Penn Station at 3:46pm

5:00 PM - 5:45 PM  
(b) (6) New York/Mid-Town - confirmation # 3385688917 --  (b) (6)
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>House ONLY IN Session</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>(b) (S) - out</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>Travel - NYC</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>Travel -- Europe w/ the Sec.</td>
</tr>
</tbody>
</table>
TRAVELER NOTICE - Many airlines charge fees for baggage and other services. Amounts vary by airline and are subject to change. Travelers are responsible for verifying all fees charged by individual carriers. Please visit the operating carrier website of your ticketed itinerary for applicable fees.

To view your trip via Viewtrip, please click here.
### AIR - Wednesday, October 11 2017 - Agency Record Locator PSGRDA

**Delta Air Lines Flight DL402 Business**

<table>
<thead>
<tr>
<th>Field</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Depart:</td>
<td>John F Kennedy Intl, Terminal 4</td>
</tr>
<tr>
<td></td>
<td>New York, New York, United States</td>
</tr>
<tr>
<td></td>
<td>08:30 PM Wednesday, October 11 2017</td>
</tr>
<tr>
<td>Arrive:</td>
<td>Heathrow, Terminal 3</td>
</tr>
<tr>
<td></td>
<td>London, United Kingdom</td>
</tr>
<tr>
<td></td>
<td>08:45 AM Thursday, October 12 2017</td>
</tr>
<tr>
<td>Duration:</td>
<td>7 hour(s) and 15 minute(s) Non-stop</td>
</tr>
<tr>
<td>Status:</td>
<td>Confirmed - Delta Air Lines Record Locator: JMOXOB</td>
</tr>
<tr>
<td>Meal:</td>
<td>Dinner</td>
</tr>
<tr>
<td>Equipment:</td>
<td>Boeing 787-300 Winglets</td>
</tr>
<tr>
<td>Seat:</td>
<td>06D (Non smoking) Confirmed</td>
</tr>
<tr>
<td>FF Number:</td>
<td>XXXX007357 - YOUNG/LARRY C</td>
</tr>
<tr>
<td>Distance:</td>
<td>3440 miles / 5534.96 kilometers</td>
</tr>
<tr>
<td>CO2 Emissions:</td>
<td>1,286.56 lbs/584.8 kgs</td>
</tr>
<tr>
<td>Remarks:</td>
<td>FOR UP TO DATE TRAVEL INFORMATION ON AIRLINE CHECK-IN/RESTRICTIONS/LIMITATIONS/SECURITY. PLEASE CHECK WWW DELTA COM</td>
</tr>
</tbody>
</table>

### AIR - Friday, October 13 2017 - Agency Record Locator PSGRDA

**Alitalia Flight AZ221 Economy**

<table>
<thead>
<tr>
<th>Field</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Depart:</td>
<td>City Airport</td>
</tr>
<tr>
<td></td>
<td>London, United Kingdom</td>
</tr>
<tr>
<td></td>
<td>04:30 PM Friday, October 13 2017</td>
</tr>
<tr>
<td>Arrive:</td>
<td>Linate</td>
</tr>
<tr>
<td></td>
<td>Milan, Italy</td>
</tr>
<tr>
<td></td>
<td>07:25 PM Friday, October 13 2017</td>
</tr>
<tr>
<td>Duration:</td>
<td>1 hour(s) and 55 minute(s) Non-stop</td>
</tr>
<tr>
<td>Status:</td>
<td>Confirmed - Alitalia Record Locator: EAVXHW</td>
</tr>
<tr>
<td>Meal:</td>
<td>Refreshment</td>
</tr>
<tr>
<td>Equipment:</td>
<td>Embraer 190</td>
</tr>
<tr>
<td>Operated By:</td>
<td>Alitalia Cityliner Spa</td>
</tr>
<tr>
<td>Seat:</td>
<td>07C (Non smoking, Aisle) Confirmed</td>
</tr>
<tr>
<td>Distance:</td>
<td>594 miles / 955.746 kilometers</td>
</tr>
<tr>
<td>CO2 Emissions:</td>
<td>261.36 lbs/118.8 kgs</td>
</tr>
<tr>
<td>Remarks:</td>
<td>NO FREQUENT FLYER IN YOUR PROFILE FOR CARRIER BOOKED</td>
</tr>
<tr>
<td></td>
<td>FOR UP TO DATE TRAVEL INFORMATION ON AIRLINE CHECK-IN/RESTRICTIONS/LIMITATIONS/SECURITY. PLEASE CHECK WWW ALITALIA IT EN HOME ASP</td>
</tr>
</tbody>
</table>

### AIR - Sunday, October 15 2017 - Agency Record Locator PSGRDA

**Alitalia Flight AZ2061 Economy**

<table>
<thead>
<tr>
<th>Field</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Depart:</td>
<td>Linate</td>
</tr>
<tr>
<td></td>
<td>Milan, Italy</td>
</tr>
<tr>
<td></td>
<td>05:00 PM Sunday, October 15 2017</td>
</tr>
<tr>
<td>Arrive:</td>
<td>Fiumicino, Terminal 1</td>
</tr>
<tr>
<td></td>
<td>Rome, Italy</td>
</tr>
<tr>
<td></td>
<td>06:10 PM Sunday, October 15 2017</td>
</tr>
<tr>
<td>Duration:</td>
<td>1 hour(s) and 10 minute(s) Non-stop</td>
</tr>
<tr>
<td>Status:</td>
<td>Confirmed - Alitalia Record Locator: EAVXHW</td>
</tr>
<tr>
<td>Meal:</td>
<td>Refreshment</td>
</tr>
<tr>
<td>Equipment:</td>
<td>Airbus Industrie A319</td>
</tr>
<tr>
<td>Seat:</td>
<td>07C (Non smoking, Aisle) Confirmed</td>
</tr>
<tr>
<td>Distance:</td>
<td>202 miles / 409.828 kilometers</td>
</tr>
<tr>
<td>CO2 Emissions:</td>
<td>160.6 lbs/73 kgs</td>
</tr>
<tr>
<td>Remarks:</td>
<td>NO FREQUENT FLYER IN YOUR PROFILE FOR CARRIER BOOKED</td>
</tr>
</tbody>
</table>
### AIR - Monday, October 16 2017 - Agency Record Locator PSGRDA

**Alitalia Flight AZ60  Economy**

| Depart: | Fiumicino, Terminal 1  Rome, Italy  02:30 PM Monday, October 16 2017 |
| Arrive: | Barajas, Terminal 2  Madrid, Spain  05:05 PM Monday, October 16 2017 |
| Duration: | 2 hour(s) and 35 minute(s) Non-stop |
| Status: | Confirmed - Alitalia Record Locator: EAVXHW |
| CO2 Emissions: | 363.44 lbs/165.2 kgs |

**Remarks:**

NO FREQUENT FLYER IN YOUR PROFILE FOR CARRIER BOOKED

### AIR - Wednesday, October 18 2017 - Agency Record Locator PSGRDA

**Delta Air Lines Flight DL109  Business**

| Depart: | Barajas, Terminal 1  Madrid, Spain  11:00 AM Wednesday, October 18 2017 |
| Arrive: | Hartsfield-Jackson ATL, Terminal I  Atlanta, Georgia, United States  02:55 PM Wednesday, October 18 2017 |
| Duration: | 9 hour(s) and 55 minute(s) Non-stop |
| Status: | Confirmed - Delta Air Lines Record Locator: JMOXOB |
| Seat: | 05A (Non smoking) Confirmed |
| Distance: | 4323 miles / 6955.707 kilometers |

### AIR - Wednesday, October 18 2017 - Agency Record Locator PSGRDA

**Delta Air Lines Flight DL2909  Premium Economy**

| Depart: | Hartsfield-Jackson ATL, Terminal South  Atlanta, Georgia, United States  05:30 PM Wednesday, October 18 2017 |
| Arrive: | Ronald Reagan National, Terminal B  Washington, District of Columbia, United States  07:17 PM Wednesday, October 18 2017 |
| Duration: | 1 hour(s) and 47 minute(s) Non-stop |
| Total duration: | 14 hour(s) and 16 minute(s) including layover(s) |
| Status: | Confirmed - Delta Air Lines Record Locator: JMOXOB |
| Seat: | Assigned at Check-in |
| Distance: | 546 miles / 878.514 kilometers |

**CO2 Emissions:**

240.24 lbs/109.2 kgs

### Remarks

FOR 24/7 TRAVEL ASSISTANCE PLEASE CONTACT
THE BCD TRAVEL TEAM AT 1-800-877-6120
FOR OUTSIDE THE US CALL COLLECT 770-829-2603
FOR THE HEARING IMPAIRED, PLEASE DIAL 711
TO ACCESS RELAY SERVICE, PROVIDE PHONE NUMBER.
Chris Young Calendar
(USDA) Civil Action No. 1:18-cv-00534

NUMBER OF 1-800-877-6120 TO ACCESS TRAVEL
DUE TO RECENT CHANGES IN THE FY15 GOVERNMENT CITY PAIR
PROGRAM CHP P YOUR AIR RESERVATIONS ARE SUBJECT TO
CANCELLATION BY THE AIRLINES IF NOT TICKETED AT LEAST
48 HOURS PRIOR TO SCHEDULED DEPARTURE.
PLEASE ENSURE ALL NECESSARY APPROVALS ARE PROCESSED IN
ACCORDANCE WITH YOUR AGENCY'S BUSINESS RULES BUT NO LESS
THAN 3 BUSINESS DAYS PRIOR TO DEPARTURE TO ENSURE TICKETING.
THIS 48 HOUR CANCELLATION RULE DOES NOT APPLY TO
INTERNATIONAL RESERVATIONS UNLESS YOUR TRIP HAS DOMESTIC
CONNECTIONS ON MORE THAN ONE AIRLINE OR THESE
RESERVATIONS REQUIRE SEPARATE AIR TICKETS.

CHECK [WWW.CDC.GOV/TRAVEL] FOR TRAVEL HEALTH ADVISORIES
PROPER DOCUMENTATION IS REQUIRED FOR ENTRY INTO
ARRIVAL COUNTRY
CHECK [WWW.DHS.GOV/TRAVEL_ALERTS]
FOR COUNTRY TRAVEL ADVISORIES
CONTACT THE DESIGNATED GOVERNMENT AGENCY IN YOUR
COUNTRY OF CITIZENSHIP FOR PASSPORT/visa REQUIREMENTS.
TRAVEL INTO U.S. MAY REQUIRE ESTA AUTHORIZATION.
VISIT [HTTPS://ESTA.CBP.DHS.GOV] FOR DETAILS.
CHECK IN TIMES ARE 90 MINUTES PRIOR TO DEPARTURE
FOR DOMESTIC FLIGHTS OR 120 MINUTES FOR INTERNATIONAL
CHECKED BAGGAGE POLICIES VARY BASED ON CARRIER AND FINAL
WITH YOUR TRAVEL CONSULTANT OR THE AIRLINES WEBSITE.
RECONFIRM INTERNATIONAL FLIGHTS 42HRS PRIOR TO TRAVEL
CHECK IN 2 1/2 HOURS PRIOR FOR INTERNATIONAL TRAVEL
A PASSPORT VALID 6 MONTHS BEYOND INTENDED STAY
IS REQUIRED FOR THIS ITINERARY
A VALID PASSPORT AND VISA REQUIRED FOR THIS ITINERARY
ADVISED OF DOCUMENT REQUIREMENTS FOR THIS ITINERARY

**
ELECTRONIC TICKET/S WILL BE ISSUED FOR THIS TRIP
AISLE PREFERRED SEATING NOT AVAILABLE AT TIME OF BOOKING.
SEATING RESTRICTED TO AIRPORT CHECK IN ONLY
PLEASE CHECK AT THE GATE FOR YOUR DESIRED SEATING.
AIRPORT FEES MAY BE COLLECTED UPON ARRIVAL
OR DEPARTURE.
DESTINATION, FOR THE LATEST INFORMATION PLEASE CHECK

02Oct/07.54PM

TRAVELER NOTICE – Please check with your carrier(s) for travel documents required (Passport, Visa, etc.) and security requirements regarding permitted and prohibited articles and goods related to your travel.

<table>
<thead>
<tr>
<th>Estimated trip total</th>
<th>9,917.26 USD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Air</td>
<td>Car</td>
</tr>
<tr>
<td>9,917.26 USD</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fare details: Ticketed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vendor</td>
</tr>
<tr>
<td>Air Dl 402</td>
</tr>
<tr>
<td>Air Dl 109</td>
</tr>
<tr>
<td>Air AZ 212</td>
</tr>
</tbody>
</table>
Advice to Passengers

Transportation of Hazardous Materials

Federal law forbids the carriage of hazardous material aboard the aircraft, in your luggage, or on your person. A violation can result in 5 years imprisonment and penalties of $250,000 or more (49 U.S.C 5124). Hazardous materials include explosives, compressed gases, flammable liquids and solids, oxidizers, poisons, corrosives and radioactive materials.

Forbidden Dangerous Items Examples:

- Paints, lighter fluid, fireworks, tear gases, oxygen bottles and radiopharmaceuticals. There are special exceptions for small quantities (up to 70 ounces total) of medicinal and toilet articles carried in your luggage and certain smoking materials carried on your person. For further information, contact your airline representative.

- Note: Spare batteries and fuel cells are not permitted in checked or hold baggage. These items MUST be packed in carry-on baggage. If your carry-on bag is gate checked, the spare batteries and fuel cells must be removed and carried in the cabin.

This email was generated at 03Oct/12:54 AM UTC

BCD Travel acts only as an agent for the airlines, hotels, bus companies, railroads, tour operators, cruise lines, car rental companies, and other similar third parties providing accommodations, transportation, or other meeting and travel related services ("Suppliers"). Suppliers are independent and do not act for or on behalf of BCD Travel, are not employees of BCD Travel, and do not have a joint venture or partnership with BCD Travel. Suppliers have their own terms and conditions for the services they provide, and you agree to abide by the terms and conditions set forth in any and all documents for any such Supplier services, including, without limitation, all cancellation fees. By utilizing the services represented by this itinerary, you agree to the foregoing and also agree that neither BCD Travel or its parent, affiliates, subsidiaries, partners, agents, and their respective officers, directors, employees, and representatives shall be or become liable for any loss, cost, expense, injury, accident, or damage to person or property resulting directly or indirectly from (i) the acts or omissions of Suppliers, including, but not limited to, delays or cancellation of services, cessation of operations, breakdown in machinery or equipment, or changes in fares, itineraries, or schedules; and/or (ii) acts of God, dangers incident to the sea, fires, acts of government or other authorities, wars, acts of terrorism, civil unrest, strikes, riots, thefts, pilferage, epidemics, quarantines, other diseases, climatic aberrations, or from any other cause beyond BCD Travel’s control. Please see additional terms and conditions related to this itinerary at Terms and Conditions.
October 11, 2017 Continued
Wednesday

8:00 AM - 9:00 AM  
Subcabinet Meeting -- 200-A Conference Room

Please note Subcabinet meeting time has changed to 8:00-9:00 am. Please allow 1 hour for the meeting.

Under Secretary may send Chief of Staff in their place when needed.

Conference Line: 888-844-9904
Access code:[(D) (6)]

9:00 AM - 9:30 AM  
Calendar Review mtg. -- 208-A

4:30 PM - 5:30 PM  
Transit to John F. Kennedy International Airport (JFK)

8:30 PM - 12:00 AM  
DL 402 Departing JFK at 8:30pm to arrive at LHR London at 8:45am
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>House ONLY IN Session</td>
</tr>
<tr>
<td>All Day</td>
<td>Travel -- Europe w/ the Sec.</td>
</tr>
<tr>
<td>12:00 AM - 3:00 AM</td>
<td>DL 402 Departing JFK at 8:30pm to arrive at LHR London at 8:45am</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
<tr>
<td>Time</td>
<td>Event Description</td>
</tr>
<tr>
<td>-----------------</td>
<td>--------------------------------------------------------</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>House ONLY IN Session</td>
</tr>
<tr>
<td>All Day</td>
<td>Travel -- Europe w/ the Sec.</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
<tr>
<td>4:30 PM - 7:30 PM</td>
<td>AZ 221 Departing LCY at 4:30pm arriving at LIN (Milan) at 7:25pm</td>
</tr>
<tr>
<td>All Day</td>
<td>Travel -- Europe w/ the Sec.</td>
</tr>
<tr>
<td>---------</td>
<td>----------------------------</td>
</tr>
</tbody>
</table>

Please See Above
October 15, 2017
Sunday

All Day

Travel -- Europe w/ the Sec.

Please See Above
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>Travel -- Europe w/ the Sec.</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>Senate ONLY IN Session</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
<tr>
<td>2:30 PM - 5:00 PM</td>
<td>AZ 60 Departing FCO at 2:30pm arriving in MAD at 5:05pm</td>
</tr>
<tr>
<td>Time</td>
<td>Event</td>
</tr>
<tr>
<td>------------</td>
<td>-------------------------------------------------</td>
</tr>
<tr>
<td>All Day</td>
<td>Travel -- Europe w/ the Sec.</td>
</tr>
<tr>
<td>All Day</td>
<td>Senate ONLY IN Session</td>
</tr>
</tbody>
</table>
**October 18, 2017**

**Wednesday**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>Travel -- Europe w/ the Sec.</td>
</tr>
<tr>
<td>All Day</td>
<td>Senate ONLY IN Session</td>
</tr>
<tr>
<td>5:00 AM - 7:17 PM</td>
<td>DL 109 Departing MAD at 11:00am, arriving in ATL at 2:55pm, Departing ATL at 5:30pm on DL 2909 to arrive at DCA at 7:17pm</td>
</tr>
<tr>
<td>8:00 AM - 9:00 AM</td>
<td>Subcabinet Meeting -- 200-A Conference Room</td>
</tr>
</tbody>
</table>

Please note Subcabinet meeting time has changed to 8:00-9:00 am. Please allow 1 hour for the meeting.

Under Secretary may send Chief of Staff in their place when needed.

**Conference Line:** 888-844-9904

**Access Code:** [Redacted]

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
<tr>
<td>11:00 AM - 12:00 PM</td>
<td>Secretary’s Executive Resources Board Meeting - Updated with agenda and handouts -- 221-A</td>
</tr>
</tbody>
</table>

**Changing the October meeting date from the 11th to 18th.**

Secretary’s Executive Resources Board (SERB) Members and Advisers,

We will discuss the following:

- Approve/Disapprove September 7th meeting minutes (handout)
- FY 2018 SES Performance Plans and SES critical element weights (handout)
- Proposal (b)(6) Deliberative (handout)
- Performance Review Board Composition

Let me know if you have any questions or concerns.

Thank you,

Kimm Hobbs
OHRM/ERMD
202-690-3238
**October 19, 2017**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>Senate ONLY IN Session</td>
</tr>
<tr>
<td>7:00 AM - 12:30 PM</td>
<td>do not schedule</td>
</tr>
<tr>
<td>9:00 AM - 9:15 AM</td>
<td>Z</td>
</tr>
<tr>
<td>11:45 AM - 12:00 PM</td>
<td>mtg. w/ Arlean Leland -- 208-A - Chris’s office</td>
</tr>
<tr>
<td>12:30 PM - 1:00 PM</td>
<td>mtg. w/ JG, Lauren &amp; Rob - re: travel -- Chris’s office Immediate Office Non-commercial travel</td>
</tr>
<tr>
<td>1:00 PM - 2:00 PM</td>
<td>mtg. re: Evaluations -- 208-A - Chris’s office Makes sense to me.</td>
</tr>
</tbody>
</table>

---

**From:** Meighan, Terri - DM  
**Sent:** Tuesday, October 10, 2017 11:18 AM  
**To:** Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>; Moore, Patty - DM <Patty.Moore@dm.usda.gov>; Wiggins, Marsha A - DM <Marsha.Wiggins@dm.usda.gov>  
**Cc:** Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>; Hobbs, Kimm - DM <Kimm.Hobbs@dm.usda.gov>  
**Subject:** RE: evals

Chris,

Good morning. Our team is working on a streamlined approach to get you and Heidi through this evaluation period. We are working to get all performance plans in hard for your review and an automated Share drive where you can access them for appraisals, if needed. We hope to be on your calendar early next week to walk you through everything.

If you can have Julie find an hour (at most) on your calendar, we would greatly appreciate it.

Respectfully,

Terri

---

**From:** Young, Chris - OSEC, Washington, DC  
**Sent:** Tuesday, October 10, 2017 10:19 AM  
**To:** Moore, Patty - DM <Patty.Moore@dm.usda.gov>; Wiggins, Marsha A - DM <Marsha.Wiggins@dm.usda.gov>; Meighan, Terri - DM <Terri.Meighan@dm.usda.gov>  
**Cc:** Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>  
**Subject:** evals

Hi all,

Just wanted to confirm with you that Heidi and I are splitting the task. She will be doing
the subcabinet in its entirety, so all of the acting deputy unders (e.g., Hafemeister, Johannson, Rottenburg, Scott, etc.). I will be doing the noncareer OSEC team and the supporting network.

That all being said, I still haven’t received any prompt to complete any evaluations. Heidi hasn’t either.

Chris

L. Christopher Young
Deputy Chief of Staff
United States Department of Agriculture
Office: 202.720.3631

2:00 PM - 3:00 PM
PDI Conference Call

3:30 PM - 4:30 PM
Scheduling Meeting -- 221-A

4:30 PM - 5:00 PM
mtg. on FFA Convention Canada/Mexico -- Chris’s office
Julie,

Can you set up a meeting that will involve Lilia, Sam, Michawn, and me, for Thursday afternoon, please? 30 minutes.

Sent from my iPhone


The team has this all lined up! The Secretary will have a meeting with the international students and their leadership while he’s there, and then you and I will see them twice — once to discuss the importance of agriculture education, and once to talk about ag trade.

Also FYI: Bethany and I are coordinating so that you’ll get an easy care package of key materials in one place (both yours and the Secretary’s schedules, some resources for the sessions where you have a role, judging materials, etc.) Thursday when you get back and get ready to turn to this in earnest.

Sincerely,
Lilia McFarland  
New and Beginning Farmer and Rancher Program Coordinator  
U.S. Department of Agriculture  
Phone: (202) 401-7169  
Email: lilia.mcfarland@wdc.usda.gov

Learn more about USDA’s work to support the next generation of farmers and ranchers at www.usda.gov/newfarmers.

From: Young, Chris - OSEC, Washington, DC  
Sent: Sunday, October 15, 2017 4:58 PM  
To: Brewster, Ryan - FAS <Ryan.Brewster@fas.usda.gov>; Sullivan, Lauren - OSEC, Washington, DC <Lauren.Sullivan@osec.usda.gov>  
Subject: RE: FFA Convention Canada/Mexico

Fantastic.

Lilia, I believe we will be meeting with them on Thursday or Friday, but I’d like to have time for the Secretary to at least shake their hands and take a photo. Or maybe even invite them to the lunch he is attending? (Both Canadian and Mexican.)

From: Brewster, Ryan - FAS  
Sent: Friday, October 13, 2017 4:24 PM  
To: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>; Sullivan, Lauren - OSEC, Washington, DC <Lauren.Sullivan@osec.usda.gov>  
Subject: RE: FFA Convention Canada/Mexico

Chris, Just let you know that the Mexican embassy found funding to get 2 students to the FFA convention.

The Mexican Delegation will be:
SAGARPA Official:
Luis Martinez
Mexico’s candidate participants – students are:
Daniela Rivas
Nelly Vidal

Hope the Europe trip is going well.
Ryan

Ryan Brewster  
Acting Chief of Staff  
Foreign Agricultural Service  
U.S. Department of Agriculture  
(202) 720-3935  
ryan.brewster@fas.usda.gov

From: Young, Chris - OSEC, Washington, DC
Sent: Tuesday, October 10, 2017 8:15 AM
To: Brewster, Ryan - FAS
Cc: McFarland, Lilia - FSA, Washington, DC; Brusky, Nicholas - FAS
Subject: RE: FFA Convention Canada/Mexico

Understood.

Lilia, can you work with Riley, please, to add time to my Thursday or Friday schedule (with you, too, of course) with at least the Canadian students.

Chris

From: Brewster, Ryan - FAS
Sent: Wednesday, October 4, 2017 3:00 PM
To: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>
Cc: McFarland, Lilia - FSA, Washington, DC <Lilia.McFarland@wdc.usda.gov>; Brusky, Nicholas - FAS <nicholas.brusky@fas.usda.gov>
Subject: FFA Convention Canada/Mexico

Chris, I just wanted to make you aware of the status of the Canada and Mexico delegations to the FFA convention. The Canada delegation has 3 students and 1 advisor and they have set an itinerary.

Mexico has run into financial constraints and is only planning on sending one representative from the embassy and no students.

Please give me or Lilia a call to discuss, or let us know and we can stop by your office.

Thanks
Ryan

(202) 690-8064

Ryan Brewster
Acting Chief of Staff
Foreign Agricultural Service
U.S. Department of Agriculture
(202) 690-8064
ryan.brewster@fas.usda.gov
October 20, 2017
Friday

12:00 AM - 12:00 AM Senate ONLY IN Session

All Day Julie - CDO

9:00 AM - 9:30 AM Calendar Review mtg. -- 208-A

10:00 AM - 12:00 PM Spouses' Ethics and Protocol Briefing -- Secretary of War Suite (230A), EEOB

10:15 AM - 10:30 AM depart apron w - EEOB

1:15 PM - 2:15 PM Lunch w/ Elizabeth Pinkerton -- Navy Mess

Julie,

We are all set for lunch in the Navy Mess 11/20 at 1:15.

Want to double check with you. Chris will stay on complex between his meetings and lunch, correct? Otherwise I will need submit a new WAVES for him.

-----Original Message-----
From: Gordon, Julie - OSEC [mailto:Julie.Gordon@osec.usda.gov]
Sent: Wednesday, October 11, 2017 2:27 PM
To: Neville, Kathryn E. EOP/WHO
Subject: RE: Lunch

He said 1:15p would be fine. Thank you!

Julie Gordon

Special Assistant - Office of the Secretary

United States Department of Agriculture
Office: 202-720-3631
Cell: (b) (6)

Hi Julie!

The 20th and 23rd both work for Elizabeth. Please let me know which is best for Chris.

KN

-----Original Message-----
From: Young, Chris - OSEC, Washington, DC [mailto:Chris.Young@osec.usda.gov]
Sent: Wednesday, October 4, 2017 4:28 PM
To: Neville, Kathryn E. EOP/WHO
Cc: Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>
Subject: Re: Lunch

Hi Kathryn. I have copied my assistant, Julie Gordon. She can help find a time. I’m on the road most of the next two weeks, but Friday the 20th or Monday the 23rd may work.

Best,
Chris

Sent from my iPhone

> On Oct 4, 2017, at 16:10, Neville, Kathryn E. EOP/WHO wrote:
> Chris,
> > Elizabeth Pinkerton would like to host you for lunch at the Navy Mess. Mondays, Wednesdays and Fridays are usually best for her. Do you have a couple of dates in the next couple of weeks that work for you and I can coordinate a time?
> > Thanks!
> > Kathryn Neville
> > Special Assistant
> > President's Commission on White House Fellowships
> > Office: | Cell:
> > >
> >

2:30 PM - 2:45 PM return to USDA w/ [b] (6) [b] (6), (b) (7)(C)
3:00 PM - 3:30 PM mtg. w/ Josh [b] (6), (b) (7)(C)

Julie,

Due to the team’s travel, could we plan on Friday instead of Thursday for you and me to talk to Chris?

Thanks,
Josh

Julie,

Hi!
October 20, 2017 Continued
Friday

I need 10 mins or less with Chris on Thursday afternoon if at all possible. This can be in his office. If he’s in, I’d like him to be there, too.

Thanks,
Josh

Josh Bornstein
Acting Director
Office of Homeland Security and Emergency Coordination
United States Department of Agriculture
Main: 202.720.2582
Desk: 202.690.0822

USDA 24/7 Operations Center: 202.720.5711 and OpsCenter@dm.usda.gov

3:30 PM - 4:00 PM interview w/ **(b) (6) ** -- 208-A - Chris’s office

**(b) (6)**
### October 23, 2017

**Monday**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>House &amp; Senate IN Session</td>
</tr>
<tr>
<td>All Day</td>
<td>(D) (6) - out on annual leave</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Communications Strategy Meeting</td>
</tr>
<tr>
<td>9:30 AM - 10:00 AM</td>
<td>FFA Overview and Update</td>
</tr>
<tr>
<td>10:00 AM - 10:30 AM</td>
<td>Schedule Review</td>
</tr>
<tr>
<td>10:45 AM - 11:00 AM</td>
<td>Meeting -- 208A</td>
</tr>
<tr>
<td>11:30 AM - 12:30 PM</td>
<td>scheduling and advance briefing for Ted McKinney -- Chris's office</td>
</tr>
<tr>
<td>2:30 PM - 3:30 PM</td>
<td>Initial Colombia/Panama ATM (OSEC) Planning Meeting -- 221A</td>
</tr>
<tr>
<td></td>
<td>Zhulieta, please forward as necessary for FAS.</td>
</tr>
<tr>
<td></td>
<td>Lauren/Bethany, we will likely need to engage a conference line for this</td>
</tr>
<tr>
<td></td>
<td>meeting.</td>
</tr>
<tr>
<td>4:00 PM - 4:30 PM</td>
<td>Undersecretary Onboarding -- 208A</td>
</tr>
<tr>
<td>Time</td>
<td>Event</td>
</tr>
<tr>
<td>--------------</td>
<td>--------------------------------------------</td>
</tr>
<tr>
<td>All Day</td>
<td>House &amp; Senate IN Session</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>Travel - Indianapolis IN</td>
</tr>
<tr>
<td></td>
<td>NEW departure time: depart DCA at 7:45p on Delta flight 4702 – Tues. 10/24 – arrive Indianapolis IN at 9:38p</td>
</tr>
</tbody>
</table>
TRAVELER NOTICE - Many airlines charge fees for baggage and other services. Amounts vary by airline and are subject to change. Travelers are responsible for verifying all fees charged by individual carriers. Please visit the operating carrier website of your ticketed itinerary for applicable fees.

To view your trip via Viewtrip, please click here

Ticket Receipt
Total Amount: 515.00 USD
This ticket information applies to the following trip(s):

American Airlines Flight 5172 from Washington DC to Indianapolis IN on October 24 (Operated By: Psa Airlines As American Eagle)

Electronic Ticket Number: 0017006030678
Invoice Number: EZ0129183
Ticket Amount: 253.20 USD
Form of Payment: V**********3392

This ticket information applies to the following trip(s):

Delta Air Lines Flight 1613 from Indianapolis IN to Atlanta GA on October 28
Delta Air Lines Flight 2909 from Atlanta GA to Washington DC on October 28

Electronic Ticket Number: 0067006030679
Invoice Number: EZ0129184
Ticket Amount: 261.80 USD
Form of Payment: V**********3392

Travel Summary – Agency Record Locator N9G0LE

Traveler
YOUNG / LARRY C.

Reference number by traveler: ADVOGG

<table>
<thead>
<tr>
<th>Date</th>
<th>From/To</th>
<th>Flight/Vendor</th>
<th>Status</th>
<th>Depart/Arrive</th>
<th>Class/Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>10/24/2017</td>
<td>DCA-IND</td>
<td>AA 5172*</td>
<td>Confirmed</td>
<td>03:00 PM</td>
<td>Economy / Y</td>
</tr>
<tr>
<td>10/28/2017</td>
<td>IND-ATL</td>
<td>DL 1013</td>
<td>Confirmed</td>
<td>02:15 PM</td>
<td>Premium Economy / S</td>
</tr>
<tr>
<td>10/28/2017</td>
<td>ATL-DCA</td>
<td>DL 2909</td>
<td>Confirmed</td>
<td>05:30 PM</td>
<td>Premium Economy / S</td>
</tr>
</tbody>
</table>

AIR - Tuesday, October 24 2017 - Agency Record Locator N9G0LE

American Airlines Flight AA5172 Economy

Depart: Ronald Reagan National, Terminal C
Washington, District of Columbia, United States
03:00 PM Tuesday, October 24 2017

Arrive: Indianapolis International Airport
Indianapolis, Indiana, United States
04:45 PM Tuesday, October 24 2017

Duration: 1 hour(s) and 45 minute(s) Non-stop

Status: Confirmed - American Airlines Record Locator: VXTWTV

Equipment: Canadair Regional Jet 700

Operated By: Psa Airlines As American Eagle

Seat: 17A (Non smoking, Window) Confirmed

Distance: 498 miles / 801.262 kilometers

CO2 Emissions: 219.12 lbs/99.6 kgs

Remarks: FOR UP TO DATE TRAVEL INFORMATION ON AIRLINE CHECK-IN/RESTRICTIONS/LIMITATIONS/SECURITY.
**AIR - Saturday, October 28 2017 - Agency Record Locator N9G0LE**

**Delta Air Lines Flight DL1613 Premium Economy**

| Depart: | Indianapolis International Airport  
Indiana, Indiana, United States  
02:15 PM Saturday, October 28 2017 |
|---------|--------------------------------------------------------------------------------|
| Arrive: | Hartsfield-Jackson ATL, S - Terminal South  
Atlanta, Georgia, United States  
03:45 PM Saturday, October 28 2017 |
| Duration: | 1 hour(s) and 30 minute(s) Non-stop |
| Status: | Confirmed - Delta Air Lines Record Locator: H4YD6E |
| Equipment: | Boeing (Douglas) MD-88 |
| Seat: | Assigned at Check-in |
| FF Number: | XXXX007357 - YOUNG/LARRY C |
| Distance: | 432 miles / 695.088 kilometers |
| CO2 Emissions: | 190.08 lbs/86.4 kg |

**AIR - Saturday, October 28 2017 - Agency Record Locator N9G0LE**

**Delta Air Lines Flight DL2909 Premium Economy**

| Depart: | Hartsfield-Jackson ATL, S - Terminal South  
Atlanta, Georgia, United States  
05:30 PM Saturday, October 28 2017 |
|---------|--------------------------------------------------------------------------------|
| Arrive: | Ronald Reagan National, Terminal B  
Washington, District of Columbia, United States  
07:15 PM Saturday, October 28 2017 |
| Duration: | 1 hour(s) and 45 minute(s) Non-stop |
| Total duration: | 5 hour(s) and 0 minute(s) including layover(s) |
| Status: | Confirmed - Delta Air Lines Record Locator: H4YD6E |
| Equipment: | Airbus Industrie A321 |
| Seat: | Assigned at Check-in |
| FF Number: | XXXX007357 - YOUNG/LARRY C |
| Distance: | 546 miles / 878.514 kilometers |
| CO2 Emissions: | 240.24 lbs/109.2 kg |

**Remarks**

FOR 24/7 TRAVEL ASSISTANCE PLEASE CONTACT  
THE BCD TRAVEL TEAM AT 1-800-877-6120  
FOR OUTSIDE THE US CALL COLLECT 770-829-2603  
FOR THE HEARING IMPAIRED - PLEASE DIAL 711  
TO ACCESS RELAY SERVICE - PROVIDE PHONE  
NUMBER OF 1-800-877-6120 TO ACCESS TRAVEL  
DUE TO RECENT CHANGES IN THE FY15 GOVERNMENT CITY PAIR  
PROGRAM/CPP YOUR AIR RESERVATIONS ARE SUBJECT TO  
CANCELLATION BY THE AIRLINES IF NOT TICKETED AT LEAST  
48 HOURS PRIOR TO SCHEDULED DEPARTURE  
PLEASE ENSURE ALL NECESSARY APPROVALS ARE PROCESSED IN  
ACCORDANCE WITH YOUR AGENCY'S BUSINESS RULES BUT NO LESS  
THAN 3 BUSINESS DAYS PRIOR TO DEPARTURE TO ENSURE TICKETING.  
THIS 48 HOUR CANCELLATION RULE DOES NOT APPLY TO  
INTERNATIONAL RESERVATIONS UNLESS YOUR TRIP HAS DOMESTIC  
CONNECTIONS ON MORE THAN ONE AIRLINE OR THESE  
RESERVATIONS REQUIRE SEPARATE AIR TICKETS.  
**************************************************  
ELECTRONIC TICKET/S WILL BE ISSUED FOR THIS TRIP  
CHECK-IN TIMES ARE 90 MINUTES PRIOR TO DEPARTURE  
FOR DOMESTIC FLIGHTS OR 120 MINUTES FOR INTERNATIONAL  
CHECKED BAGGAGE POLICIES VARY BASED ON CARRIER AND FINAL
20Oct/07 43PM

<table>
<thead>
<tr>
<th>Estimated trip total</th>
<th>515.00 USD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Air</td>
<td>Car</td>
</tr>
<tr>
<td>515.00 USD</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fare details: Ticketed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vendor</td>
</tr>
<tr>
<td>Air AA5172 24Oct</td>
</tr>
<tr>
<td>Air DL1613 28Oct DL2909 28Oct</td>
</tr>
</tbody>
</table>

All quotes are provider quotes excluding possible taxes and charges en route. Currency conversions shown in this itinerary receipt are done using the bank rate applicable at the date shown in the header of this document. Please note that some local taxes and charges may be invoiced during your trip and cannot be shown at time of reservation.

Advice to Passengers

Transportation of Hazardous Materials

Federal law forbids the carriage of hazardous material aboard the aircraft, in your luggage, or on your person. A violation can result in 5 years imprisonment and penalties of $250,000 or more (49 U.S.C 5124). Hazardous materials include explosives, compressed gases, flammable liquids and solids, oxidizers, poisons, corrosives and radioactive materials.

Forbidden Dangerous Items Examples:

Paints, lighter fluid, fireworks, tear gases, oxygen bottles and radiopharmaceuticals. There are special exceptions for small quantities (up to 70 ounces total) of medicinal and toilet articles carried in your luggage and certain smoking materials carried on your person. For further information, contact your airline representative.

Note: Spare batteries and fuel cells are not permitted in checked or hold baggage. These items MUST be packed in carry-on baggage. If your carry-on bag is gate checked, the spare batteries and fuel cells must be removed and carried in the cabin.

This email was generated at 21Oct/12:43 AM UTC

BCD Travel acts only as an agent for the airlines, hotels, bus companies, railroads, tour operators, cruise lines, car rental companies, and other similar third parties providing accommodations, transportation, or other meeting and travel related services (“Suppliers”). Suppliers are independent and do not act for or on behalf of BCD Travel, are not employees of BCD Travel, and do not have a joint venture or partnership with BCD Travel. Suppliers have their own terms and conditions for the services they provide, and you agree to abide by the terms and conditions set forth in any and all documents for any such Supplier services, including, without limitation, all cancellation fees. By utilizing the services represented by this itinerary, you agree to the foregoing and also agree that neither BCD Travel or its parent, affiliates, subsidiaries, partners, agents, and their respective officers, directors, employees, and representatives shall be or become liable for any loss, cost, expense, injury, accident, or damage to person or property resulting directly or indirectly from (i) the acts or omissions of Suppliers, including, but not limited to, delays or cancellation of services, cessation of operations, breakdown in machinery or equipment, or changes in fares, itineraries, or schedules; and/or (ii) acts of God, dangers incident to the sea, fires, acts of government or other authorities, wars, acts of terrorism, civil unrest, strikes, riots, thefts, pilferage, epidemics, quarantines, other diseases, climatic aberrations, or from any other cause beyond BCD Travel’s control. Please see additional terms and conditions related to this itinerary at Terms and Conditions.
October 24, 2017 Continued
Tuesday

9:00 AM - 10:00 AM  Scheduling Meeting -- 221-A

11:00 AM - 11:30 AM  Tribal Issue Briefing
  • Information on the OTR event (10 minutes) – who, what, and where
  • Relevant policy briefing (20 minutes)

11:30 AM - 12:30 PM  Meeting with Don Bice (catch up)

1:00 PM - 2:00 PM  MANDATORY Meeting- TIME CHANGED TO 1PM -- Chris’ Office

All,

Please come to Chris’ office at 3pm for a mandatory meeting re: travel.

Below is the conference line if you are calling in-

888-844-9904
Access Code: [b] (6) [b] (6)

6:00 PM - 6:15 PM  depart for DCA w/
[b] (6), (b) (7)(C)

7:45 PM - 9:38 PM  AA flight 4702 departs DCA at 7:45p arrives Indianapolis at 9:38p

9:38 PM - 9:53 PM  arrive Indianapolis
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>House &amp; Senate IN Session Please See Above</td>
</tr>
<tr>
<td>All Day</td>
<td>Travel - Indianapolis IN Please See Above</td>
</tr>
<tr>
<td>All Day</td>
<td>(b) (6) - out</td>
</tr>
<tr>
<td>8:00 AM - 9:00 AM</td>
<td>Subcabinet Meeting -- 200-A Conference Room</td>
</tr>
<tr>
<td></td>
<td>Please note Subcabinet meeting time has changed to 8:00-9:00 am. Please allow 1 hour for the meeting.</td>
</tr>
<tr>
<td></td>
<td>Under Secretary may send Chief of Staff in their place when needed.</td>
</tr>
<tr>
<td></td>
<td>Conference Line: 888-844-9904 Access code: [b] (6)</td>
</tr>
<tr>
<td>9:15 AM - 10:15 AM</td>
<td>Agency Heads Meeting -- 200-A Conference Room</td>
</tr>
<tr>
<td>9:30 AM - 10:00 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
<tr>
<td>11:30 AM - 12:00 PM</td>
<td>Sec Perdue: Meet with National FFA Leadership Team -- Indiana Convention Center, Room 208</td>
</tr>
<tr>
<td></td>
<td>USDA: Park under the canopy off of Maryland Street (north side entrance of the convention center). Will meet Riley Pagett and walk to Room 208.</td>
</tr>
<tr>
<td></td>
<td>Upon arrival to Convention, Secretary Perdue and team will meet with National FFA leadership team.</td>
</tr>
<tr>
<td>12:00 PM - 1:30 PM</td>
<td>Sec. Perdue: Foundation Convention Welcome Lunch -- Indiana Convention Center; Room 201-204</td>
</tr>
<tr>
<td></td>
<td>To attend and Secretary to provide brief remarks. In attendance, 75 plus business and industry sponsors and select students and state officers from the area.</td>
</tr>
<tr>
<td>2:00 PM - 3:00 PM</td>
<td>Sec. Perdue: #SpeakAg Dialougues</td>
</tr>
<tr>
<td>3:00 PM - 3:45 PM</td>
<td>Sec. Perdue</td>
</tr>
<tr>
<td></td>
<td>Collegiate host to walkthrough with Secretary Perdue and team.</td>
</tr>
<tr>
<td>3:45 PM - 5:00 PM</td>
<td>Sec Perdue: Worktime -- (b) (6)</td>
</tr>
</tbody>
</table>
**October 25, 2017 Continued**

**Wednesday**

**5:00 PM - 5:30 PM**

**Sec. Perdue: Canada, Mexico to meet with USDA and WH -- Westin Boardroom**

Participants:
- Delegation (students) from Canada
- Delegation (students) from Mexico
- USDA -- (Sec. Perdue, Deputy Chief of Staff Chris Young, New and Beginning Farmer Coordinator Lilia McFarland, Ray Starling with the White House).

**5:30 PM - 6:30 PM**

**Sec. Perdue: Next Generation Agriculture Dinner -- Westin Board Room**

**Next Generation Agriculture Dinner | Wed. Oct. 25 | 5:30-6:30 p.m. | Westin Boardroom**

- Cassie Franks State Vice President Colorado FFA Association
- Kyle Garner State President Florida FFA Association
- Brooks Fletcher State Vice President Georgia FFA Association
- Owen Coon State Vice President Indiana FFA Association
- Zach Hamilton State President Iowa FFA Association
- Kristin Klager State Vice President Michigan FFA Association
- Laetitia Ray State President Nevada FFA Association
- Sydney Wilson State President New Hampshire FFA Association
- Annalisa Miller State Vice President New Mexico FFA Association
- Amos Lanier State Vice President North Carolina FFA Association
- Kolese McCoy State Secretary Ohio FFA Association
- Justin Kurtz State Sentinel Pennsylvania FFA Association

**6:45 PM - 7:15 PM**

**Sec. Perdue: Presser -- Pacers Square (fourth floor) Bankers Life Fieldhouse**

**6:45 – 7:15 p.m.: Press Conference**

Pacers Square (fourth floor)

Bankers Life Fieldhouse

To speak with rural and farm broadcasters and other press at Convention about USDA’s presence at Convention. We could have FFA members in the audience if that’s something that you’re interested in. We can pull in our communications teams here when this becomes a little more concrete.

**7:25 PM - 7:55 PM**

**Sec. Perdue: Opening Session 1B | SPEAKING @ 7:25 p.m. -- Bankers Life Fieldhouse**

**7:25 p.m.: Session 1B**

Bankers Life Fieldhouse (session starts at 6:45, flow below, Sec. Perdue to appear at 7:25)

Convention attendees in attendance

Session Flow:
- Reflections
- Theme Video
- National Officer Walk-In
- Opening Ceremonies
- Presentation of the Flags
- National Anthem
- National President Convention Welcome
- Past President Reflections
- National FFA Chorus and Band Grand Entry
Secretary Perdue brings remarks here, around 7:25 p.m.
Recognition of the Smith Hughes Act, 100 Years
National FFA Advisor Greetings, Dr. Steve Brown
Band number
Keynote Speaker
Closing Ceremonies
10/26 Event Tentative Schedule

- 7:45 a.m. – panelists and speakers meet at room
- 8 a.m. – breakfast welcome – Mark Poeschl
- 8:05 a.m. – reflections by FFA member
- 8:10 a.m. – served, plated breakfast
- 8:15 a.m. – call Ray to stage for remarks
- 8:22 a.m. - Mark thank Ray and start program
- 8:50 a.m. – call for questions
- 9:05 a.m. – wrap up

300 guests (mostly sponsors, donors, guests, but also FFA members and advisors).

Speaking: Ray Starling, The White House

9:00 AM - 9:30 AM
Calendar Review mtg. -- 208-A

9:00 AM - 9:30 AM
Meet with John Bowne FFA Chapter -- Indiana Convention Center, Visit Indy Boardroom (third floor)

9:30 AM - 10:30 AM
Chris Young: Agricultural Education in North America -- Indianapolis Convention Center, Visit Indy Boardroom

**Agricultural Education in North America**

*Agriculture and Agri-Food Canada, Embassy of Canada*

*Agricultural Office, Embassy of Mexico*

*U.S. Department of Agriculture*

Globally minded **FFA members, teachers, and alumni** are invited to meet with young farmers from Canada and Mexico, and representatives from those Embassies, and the U.S. Department of Agriculture, to learn ways other countries educate their students about agriculture and to share best practices for engaging youth in food and agriculture right here in America.
Open to 50 people. Big group then small groups.

11:00 AM - 12:00 PM  HOLD: Chris Young: New and Beginning Farmers Unite -- Westin Boardroom
Roundtable with 15 students who opted in.

Share resources available to students interested in returning to or pursuing agricultural pursuits and what they should know about new and beginning farmer programs.

Panelists:
Chris Young
Lilia McFarland

12:00 PM - 1:15 PM  HOLD: Chris Young: CEO Roundtable & Lunch -- Bankers Life Fieldhouse

1:30 PM - 5:00 PM  Chris Young: Star in Agricultural Placement Finalist Judging -- Hilton Hotel, Circle City Center 4, 5, 6, 7
Details to come from Brett Evans, National FFA Education Specialist, upon registration.

Riley will notify upon registration completion.

5:30 PM - 7:00 PM  Chris Young: National FFA Foundation Sponsors and Donors Appreciation Dinner -- Downtown Marriott Grand Ballroom
<table>
<thead>
<tr>
<th>Time</th>
<th>Event Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>Travel - Indianapolis IN</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>Senate ONLY IN Session</td>
</tr>
<tr>
<td>8:30 AM - 9:30 AM</td>
<td>Chris Young: Agriscience Fair Open House -- Indiana Convention Center, Hall A</td>
</tr>
<tr>
<td>9:30 AM - 10:00 AM</td>
<td>Chris Young: Meet Trent McKnight, AgriCorps -- Indiana Convention Center, Room 208</td>
</tr>
</tbody>
</table>

Hi Chris,

Cannot believe it’s already October. That means Convention is super near. And again, I’m pumped to have you all attend. Thanks for letting me juggle your schedule some. Lots of exciting things to come by having you all spend time with our student members. You all are the best.

One of our former national FFA presidents, Trent McKnight, is the co-founder of AgriCorps, an organization that connects agricultural professionals to the demand for school-based agricultural education in developing countries. They’re currently located in Ghana and have done work all over Africa and South America. Trent will be at the National FFA Convention & Expo in October, and he and Mark Poeschl, were wondering if we might be able to make time in your schedule to meet with him to discuss what they’re doing overseas and how they can connect to the ideals and goals of USDA.

I didn’t want to plug something in to your schedule without asking first as this would be a bit separate from the other things you’ll be participating in and hosting at Convention. But, we could make 9:30-10:00 am work for you all to meet on Friday, October 27th.

Thoughts?

Thanks,
Riley

10:00 AM - 10:30 AM | Calendar Review mtg. -- 208-A

10:30 AM - 11:30 AM | Chris Young: Honorary Degree Reception | BRING GREETINGS -- Omni Severin Hotel, Severin Ballroom (first floor)

Dr. Brown, national advisor, to welcome award winners (honorary degree, VIP, and service citation) then to introduce Chris to bring 3-5 minutes worth of greetings and congratulatory remarks on behalf of USDA.

12:30 PM - 1:30 PM | Chris Young: Lunch-and-Learn: All Things Agricultural Trade -- Westin Boardroom

Participants:
Canada

Mexico

USDA

10 state FFA officers

Total – 15+- people

2:00 PM - 3:00 PM  Leadership Meeting - FFA + USDA + Mexico + Canada -- Westin Boardroom (third floor)
Spend time meeting with Mark Poeschl, National FFA CEO.

Attendees:
Mark Poeschl, FFA
Chris Young, USDA
Lilia McFarland, USDA
Amy Antonini, Canada
Luis, Mexico

Riley will take students out of the room for this particular meeting.

3:00 PM - 4:00 PM  Chris Young: My USDA Opportunities -- Westin Boardroom

My USDA Opportunities

Chris Young, Deputy Chief of Staff, U.S. Department of Agriculture
Lilia McFarland, New and Beginning Farmer Coordinator, U.S. Department of Agriculture

National FFA and the U.S. Department of Agriculture recently teamed up to expose more young people to unique careers in food and agriculture. Part of that commitment was the creation of an internship program for current and former FFA members at USDA headquarters in Washington, D.C. Come discuss other internship, shadow, and learning opportunities with Secretary Sonny Perdue’s right hand man and one of the creators of those programs.

Open to 15 students.
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>Travel - Indianapolis IN</td>
</tr>
<tr>
<td>All Day</td>
<td>Senate ONLY IN Session</td>
</tr>
<tr>
<td>8:00 AM - 11:00 AM</td>
<td>Chris Young: Eighth General Session</td>
</tr>
<tr>
<td>12:45 PM - 1:00 PM</td>
<td>depart for Indianapolis Airport for a 2:15p departure</td>
</tr>
<tr>
<td>2:15 PM - 3:45 PM</td>
<td>depart Indianapolis for Atlanta on Delta flight 1613 - arrive Atlanta 3:45p</td>
</tr>
<tr>
<td>5:30 PM - 7:15 PM</td>
<td>depart Atlanta at 5:30p on Delta flight 2909 - arrive DCA at 7:15p</td>
</tr>
<tr>
<td>7:45 PM - 8:00 PM</td>
<td>home arrival</td>
</tr>
<tr>
<td>Time</td>
<td>Activity</td>
</tr>
<tr>
<td>------------</td>
<td>---------------------------</td>
</tr>
<tr>
<td>All Day</td>
<td>Senate ONLY IN Session</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>Travel - Omaha NE</td>
</tr>
</tbody>
</table>
TRAVELER NOTICE - Many airlines charge fees for baggage and other services. Amounts vary by airline and are subject to change. Travelers are responsible for verifying all fees charged by individual carriers. Please visit the operating carrier website of your ticketed itinerary for applicable fees.

To view your trip via Viewtrip, please click here.

**Ticket Receipt**

<table>
<thead>
<tr>
<th>Total Amount: 243.90 USD</th>
</tr>
</thead>
<tbody>
<tr>
<td>This ticket information applies to the following trip(s):</td>
</tr>
<tr>
<td>- Delta Air Lines Flight 6088 from Washington DC to Omaha NE on October 29 (Operated By: Republic Airline Delta Connection)</td>
</tr>
<tr>
<td>- Delta Air Lines Flight 5907 from Omaha NE to Washington DC on October 30 (Operated By: Republic Airline Delta Connection)</td>
</tr>
<tr>
<td>Electronic Ticket Number: 0007006360934</td>
</tr>
<tr>
<td>Invoice Number: EZ0130572</td>
</tr>
<tr>
<td>Ticket Amount: 243.90 USD</td>
</tr>
<tr>
<td>Form of Payment: VI************3392</td>
</tr>
</tbody>
</table>

**Travel Summary – Agency Record Locator K3KQXA**

**Traveler**

<table>
<thead>
<tr>
<th>YOUNG/LARRY C</th>
</tr>
</thead>
</table>

| Reference number by traveler: A0VFCE |

<table>
<thead>
<tr>
<th>Date</th>
<th>From/To</th>
<th>Flight/Vendor</th>
<th>Status</th>
<th>Depart/Arrive</th>
<th>Class/Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>10/29/2017</td>
<td>DCA-OMA</td>
<td>DL 6088</td>
<td>Confirmed</td>
<td>08:45 AM/11:00 AM</td>
<td>First / R</td>
</tr>
<tr>
<td>10/29/2017</td>
<td>OMA</td>
<td></td>
<td>Confirmed</td>
<td>10/29-10/30</td>
<td></td>
</tr>
<tr>
<td>10/30/2017</td>
<td>OMA-DCA</td>
<td>DL 5907</td>
<td>Confirmed</td>
<td>11:00 AM/02:29 PM</td>
<td>First / R</td>
</tr>
</tbody>
</table>

**AIR - Sunday, October 29 2017 - Agency Record Locator K3KQXA**

| Depart: Ronald Reagan National, Terminal B |
| Washington, District of Columbia, United States | 08:45 AM Sunday, October 29 2017 |
| Arrive: Eppley Airfield |
| Omaha, Nebraska, United States | 11:00 AM Sunday, October 29 2017 |
| Duration: 3 hour(s) and 15 minute(s) Non-stop |
| Status: Confirmed - Delta Air Lines Record Locator: HL96CF |
| Equipment: Embraer 175 |
| Operated By: Republic Airline Delta Connection |
| Seat: 03A (Non smoking) Confirmed |
| FF Number: XXXX007357 - YOUNG/LARRY C |
| Distance: 1098 miles / 1621.872 kilometers |
| CO2 Emissions: 443.52 lbs/201.6 kgs |

**HOTEL - Sunday, October 29 2017**

| Address: |
| Tel: |
| Fax: |
| Check In/Check Out: Sunday, October 29 2017 - Monday, October 30 2017 |
| Status: Confirmed |
**Estimated trip total**

<table>
<thead>
<tr>
<th></th>
<th>Car</th>
<th>Hotel</th>
<th>Rail</th>
<th>Other</th>
</tr>
</thead>
<tbody>
<tr>
<td>Air</td>
<td>243.90 USD</td>
<td>129.35 USD</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Fare details: Ticketed**

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Fare information</th>
<th>Refund restrictions before departure</th>
<th>Change restrictions after ticketing</th>
<th>Ticket information</th>
</tr>
</thead>
</table>

373.25 USD
Advice to Passengers

Transportation of Hazardous Materials

Federal law forbids the carriage of hazardous material aboard the aircraft, in your luggage, or on your person. A violation can result in 5 years imprisonment and penalties of $250,000 or more (49 U.S.C 5124). Hazardous materials include explosives, compressed gases, flammable liquids and solids, oxidizers, poisons, corrosives and radioactive materials.

Forbidden Dangerous Items Examples:

Paints, lighter fluid, fireworks, tear gases, oxygen bottles and radiopharmaceuticals. There are special exceptions for small quantities (up to 70 ounces total) of medicinal and toilet articles carried in your luggage and certain smoking materials carried on your person. For further information, contact your airline representative.

Note: Spare batteries and fuel cells are not permitted in checked or hold baggage. These items MUST be packed in carry-on baggage. If your carry-on bag is gate checked, the spare batteries and fuel cells must be removed and carried in the cabin.

This email was generated at 26Oct/2:00 PM UTC

BCD Travel acts only as an agent for the airlines, hotels, bus companies, railroads, tour operators, cruise lines, car rental companies, and other similar third parties providing accommodations, transportation, or other meeting and travel related services ("Suppliers"). Suppliers are independent and do not act for or on behalf of BCD Travel, are not employees of BCD Travel, and do not have a joint venture or partnership with BCD Travel. Suppliers have their own terms and conditions for the services they provide, and you agree to abide by the terms and conditions set forth in any and all documents for any such Supplier services, including, without limitation, all cancellation fees. By utilizing the services represented by this itinerary, you agree to the foregoing and also agree that neither BCD Travel or its parent, affiliates, subsidiaries, partners, agents, and their respective officers, directors, employees, and representatives shall be or become liable for any loss, cost, expense, injury, accident, or damage to person or property resulting directly or indirectly from (i) the acts or omissions of Suppliers, including, but not limited to, delays or cancellation of services, cessation of operations, breakdown in machinery or equipment, or changes in fares, itineraries, or schedules; and/or (ii) acts of God, dangers incident to the sea, fires, acts of government or other authorities, wars, acts of terrorism, civil unrest, strikes, riots, thefts, pilferage, epidemics, quarantines, other diseases, climatic aberrations, or from any other cause beyond BCD Travel's control. Please see additional terms and conditions related to this itinerary at Terms and Conditions.
8:45 AM - 11:00 AM  depart DCA at 8:45a for Omaha NE on Delta flight 6088 - arrive Omaha NE 11a

11:30 AM - 12:00 PM  [redacted]
<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>Senate ONLY IN Session</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>Travel - Omaha NE</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
<tr>
<td>9:30 AM - 9:45 AM</td>
<td>depart for Omaha Airport</td>
</tr>
<tr>
<td>11:00 AM - 2:29 PM</td>
<td>depart Omaha for DCA at 11a on Delta flight 5907 - arrive DCA at 2:29p</td>
</tr>
<tr>
<td>2:30 PM - 3:00 PM</td>
<td>Transit to USDA</td>
</tr>
<tr>
<td>3:00 PM - 3:15 PM</td>
<td>office arrival</td>
</tr>
<tr>
<td>3:15 PM - 4:00 PM</td>
<td>office time</td>
</tr>
<tr>
<td>4:00 PM - 4:30 PM</td>
<td>Communications Strategy Meeting --</td>
</tr>
<tr>
<td>4:30 PM - 5:00 PM</td>
<td>Scheduling Meeting</td>
</tr>
<tr>
<td>5:00 PM - 5:30 PM</td>
<td>Scheduling Meeting -- 208A</td>
</tr>
</tbody>
</table>

Please come to Chris’ office for a scheduling meeting tomorrow at 5pm. Thanks!
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>House &amp; Senate IN Session</td>
</tr>
<tr>
<td>8:00 AM - 9:00 AM</td>
<td>Mtg. w/ Carly Miller</td>
</tr>
<tr>
<td></td>
<td>Avocado Board</td>
</tr>
<tr>
<td></td>
<td>FSA</td>
</tr>
<tr>
<td>9:00 AM - 10:00 AM</td>
<td>2018 Foreign Travel Overview -- 200A</td>
</tr>
<tr>
<td>10:00 AM - 11:00 AM</td>
<td>Scheduling Meeting -- 221-A</td>
</tr>
<tr>
<td>11:00 AM - 11:15 AM</td>
<td>mtg. w/ Carly/OGC -- 208-A</td>
</tr>
<tr>
<td>11:15 AM - 1:00 PM</td>
<td>do not schedule</td>
</tr>
<tr>
<td>1:00 PM - 1:30 PM</td>
<td>mandatory mtg. w/ CY -- 208A</td>
</tr>
<tr>
<td>2:00 PM - 2:30 PM</td>
<td>AMS Boards &amp; FACAs</td>
</tr>
<tr>
<td></td>
<td>All, after GMO labeling policy time we will discuss AMS Board and FACAs with the Secretary from 2-2:30.</td>
</tr>
<tr>
<td></td>
<td>Thank you,</td>
</tr>
<tr>
<td></td>
<td>Campbell</td>
</tr>
<tr>
<td>2:30 PM - 3:00 PM</td>
<td>Scheduling and Advance Briefing with DepSec Censky -- 208A</td>
</tr>
</tbody>
</table>
October 31, 2017 Continued
Tuesday

3:15 PM - 3:45 PM  
FFA Convention Follow Up -- 208-A  
FFA convention follow up? I'd like to have one person from communications there. Probably Michawn.  
Lilia, in amongst everything that we have to discuss, please don't let me forget the internship and shadowing aspect.

4:00 PM - 4:30 PM  
Weekly Mtg. w/ Don Bice -- 208-A - Chris's Office

4:30 PM - 5:00 PM  
mtg. w/ Dan Jiron -- 208-A - Chris's office  
From: Lockwood, Amanda - OSEC  
Sent: Tuesday, October 17, 2017 5:49 PM  
To: Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>  
Subject: Meeting request  

Good evening Julie,  
Dan Jiron would like to meet with Chris Young once he returns from travel. The subject matter is Forest Service Retirement Eligibility. 15 minutes will be sufficient. We can connect in the morning when you have a chance to find a time.  

Thank you,  
--Amanda

5:00 PM - 5:30 PM  
mtg. w/ Turner/Blake re: OEIA 60 Days and Out Events -- Chris's office  
Yes, 10/30 is good for us.  

From: Gordon, Julie - OSEC  
Sent: Monday, October 16, 2017 4:11 PM  
To: Bridgforth, Turner - OSEC, Washington, DC <Turner.Bridgforth@osec.usda.gov>  
Cc: Rollins, Blake - OSEC, Washington, DC <Blake.Rollins@osec.usda.gov>  
Subject: RE: IGA 60 days an out Events  

Chris is on travel until Thurs. 10/19 and then leaves again on Mon. 10/23. Could we schedule for Monday 10/30?

Julie Gordon  
Special Assistant - Office of the Secretary  
United States Department of Agriculture  
Office: 202-720-3631  
Cell: (6) (6)
From: Bridgforth, Turner - OSEC, Washington, DC  
Sent: Monday, October 16, 2017 4:09 PM  
To: Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>  
Cc: Rollins, Blake - OSEC, Washington, DC <Blake.Rollins@osec.usda.gov>; Sullivan, Lauren - OSEC, Washington, DC <Lauren.Sullivan@osec.usda.gov>  
Subject: IGA 60 days an out Events

Good afternoon Julie,

Can Blake and I get 30 min on Chris’s calendar sometime next week?

We have around 50+ events that hare happening in the next 60 days, and we would like to get clearance on from Chris.

Thank you,

Turner

Henry Turner Bridgforth  
Deputy Director of External and Intergovernmental Affairs  
United States Department of Agriculture  
Cell: [Redacted]
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>House &amp; Senate in RECESS</td>
</tr>
<tr>
<td>All Day</td>
<td>(D) (6) out</td>
</tr>
<tr>
<td>All Day</td>
<td>RV Tour w/ Sec.</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
<tr>
<td>Time</td>
<td>Event Description</td>
</tr>
<tr>
<td>----------------------</td>
<td>--------------------------------------------------------</td>
</tr>
<tr>
<td>All Day</td>
<td>House &amp; Senate in RECESS</td>
</tr>
<tr>
<td>All Day</td>
<td>[b] (6) ✗ out</td>
</tr>
<tr>
<td>All Day</td>
<td>RV Tour w/ Sec.</td>
</tr>
<tr>
<td>6:00 AM - 9:00 AM</td>
<td>DL 1819 Departing Manchester 6:00am to arrive in ATL at 8:49am</td>
</tr>
<tr>
<td>Time</td>
<td>Event Description</td>
</tr>
<tr>
<td>------------</td>
<td>------------------------------------</td>
</tr>
<tr>
<td>All Day</td>
<td>House &amp; Senate in RECESS</td>
</tr>
<tr>
<td>All Day</td>
<td>(b) (6) - out</td>
</tr>
<tr>
<td>All Day</td>
<td>RV Tour w/ Sec.</td>
</tr>
<tr>
<td>Time</td>
<td>Event</td>
</tr>
<tr>
<td>-------------------</td>
<td>--------------------------------------------</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>House &amp; Senate in RECESS</td>
</tr>
<tr>
<td>All Day</td>
<td>[b] (6) out</td>
</tr>
<tr>
<td>All Day</td>
<td>RV Tour w/ Sec.</td>
</tr>
<tr>
<td>All Day</td>
<td>LABOR DAY FEDERAL HOLIDAY</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
<tr>
<td>Time</td>
<td>Event</td>
</tr>
<tr>
<td>--------------</td>
<td>--------------------------------------------</td>
</tr>
<tr>
<td>All Day</td>
<td>(D) (6) - out</td>
</tr>
<tr>
<td></td>
<td>Please See Above</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>RV Tour w/ Sec.</td>
</tr>
<tr>
<td></td>
<td>Please See Above</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>House &amp; Senate IN Session</td>
</tr>
<tr>
<td>7:30 AM - 9:00 AM</td>
<td>DL 2638 Departing ATL at 7:25am, Arriving to DCA at 9:09am</td>
</tr>
<tr>
<td>Date</td>
<td>From/To</td>
</tr>
<tr>
<td>------------</td>
<td>---------</td>
</tr>
<tr>
<td>09/06/2017</td>
<td>ATL-DCA</td>
</tr>
<tr>
<td>Time</td>
<td>Event</td>
</tr>
<tr>
<td>--------------</td>
<td>--------------------------------------------</td>
</tr>
<tr>
<td>9:30 AM - 9:45 AM</td>
<td>Office arrival</td>
</tr>
<tr>
<td>11:00 AM - 12:00 PM</td>
<td>Scheduling Meeting -- 221-A</td>
</tr>
<tr>
<td>1:00 PM - 2:00 PM</td>
<td>HR Executive Group Meeting -- 208-A - Chris's office</td>
</tr>
<tr>
<td>2:30 PM - 3:30 PM</td>
<td>Re-Org/Hill Meetings Briefing -- 200A</td>
</tr>
<tr>
<td>3:30 PM - 4:00 PM</td>
<td>[B] (6) interview</td>
</tr>
<tr>
<td>4:00 PM - 4:30 PM</td>
<td>Interview with [B] (6)</td>
</tr>
<tr>
<td>5:00 PM - 6:00 PM</td>
<td>Cabinet Affairs Outlook Report Due</td>
</tr>
<tr>
<td>5:00 PM - 5:15 PM</td>
<td>mtg. w/ Holly/Jason re: Canada -- 208-A - Chris's office</td>
</tr>
</tbody>
</table>

Julie, can you please add a 15-minute visit with Holly and Jason re: Canada?

-----Original Message-----
From: Higgins, Holly S [mailto:Holly.Higgins@fas.usda.gov]
Sent: Thursday, August 31, 2017 9:02 AM
To: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>; Hafemeister, Jason - OSEC, Washington, DC <Jason.Hafemeister1@osec.usda.gov>; Willbrand, Zhulieta - OSEC, Washington, DC <zhulieta.z.willbrand@osec.usda.gov>
Cc: Green, Heidi - OSEC, Washington, DC <Heidi.Green@osec.usda.gov>; Sullivan, Lauren - OSEC, Washington, DC <Lauren.Sullivan@osec.usda.gov>; Rollins, Blake - OSEC, Washington, DC <Blake.Rollins@osec.usda.gov>
Subject: RE: NASDA/MacAulay

Hi Chris - [B] (5) Deliberative

Unfortunately, I am not available on 9/14 and we were tentatively planning to have Daniel Whitley (our sr FAS policy lead) accompany the Secretary.

[b] (5) Deliberative

Let me know if you want to discuss or have questions.

Thanks.
Dear colleagues,

Any Deliberative?

Holly, I am thinking Deliberative

Sent from my iPhone

5:15 PM - 5:30 PM mtg. w/ Lauren/Bethany
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>(B) (6) out</td>
<td>Please See Above</td>
</tr>
<tr>
<td>All Day</td>
<td>House &amp; Senate IN Session</td>
<td>Please See Above</td>
</tr>
<tr>
<td>8:00 AM - 9:00 AM</td>
<td>Subcabinet Meeting -- 200-A Conference Room</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Please note Subcabinet meeting time has changed to 8:00-9:00 am. Please allow 1 hour for the meeting.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Under Secretary may send Chief of Staff in their place when needed.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Conference Line: 888-844-9904</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Access code:</td>
<td></td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
<td></td>
</tr>
<tr>
<td>10:00 AM - 10:30 AM</td>
<td>Communications Strategy Meeting</td>
<td></td>
</tr>
<tr>
<td>10:30 AM - 11:00 AM</td>
<td>Standing Mtg. w/ HR - re: Executive Resource Issues -- Chris's Office</td>
<td></td>
</tr>
<tr>
<td>From:</td>
<td>Carr, Rhonda - DM</td>
<td></td>
</tr>
<tr>
<td>Sent:</td>
<td>Thursday, April 13, 2017 2:34 PM</td>
<td></td>
</tr>
<tr>
<td>To:</td>
<td>Young, Chris - OSEC, Washington, DC <a href="mailto:Chris.Young@osec.usda.gov">Chris.Young@osec.usda.gov</a>; Gordon, Julie - OSEC <a href="mailto:Julie.Gordon@osec.usda.gov">Julie.Gordon@osec.usda.gov</a></td>
<td></td>
</tr>
<tr>
<td>Cc:</td>
<td>Moore, Patty - DM <a href="mailto:Patty.Moore@dm.usda.gov">Patty.Moore@dm.usda.gov</a>; Meighan, Terri - DM <a href="mailto:Terri.Meighan@dm.usda.gov">Terri.Meighan@dm.usda.gov</a></td>
<td></td>
</tr>
<tr>
<td>Subject:</td>
<td>RE: Request for standing meeting</td>
<td></td>
</tr>
<tr>
<td></td>
<td>30 minutes and we may need a few weekly upfront but biweekly should be good. Thanks.</td>
<td></td>
</tr>
<tr>
<td>From:</td>
<td>Young, Chris - OSEC, Washington, DC</td>
<td></td>
</tr>
<tr>
<td>Sent:</td>
<td>Thursday, April 13, 2017 2:29 PM</td>
<td></td>
</tr>
<tr>
<td>To:</td>
<td>Carr, Rhonda - DM <a href="mailto:Rhonda.Carr@dm.usda.gov">Rhonda.Carr@dm.usda.gov</a>; Gordon, Julie - OSEC <a href="mailto:Julie.Gordon@osec.usda.gov">Julie.Gordon@osec.usda.gov</a></td>
<td></td>
</tr>
<tr>
<td>Cc:</td>
<td>Moore, Patty - DM <a href="mailto:Patty.Moore@dm.usda.gov">Patty.Moore@dm.usda.gov</a>; Meighan, Terri - DM <a href="mailto:Terri.Meighan@dm.usda.gov">Terri.Meighan@dm.usda.gov</a></td>
<td></td>
</tr>
<tr>
<td>Subject:</td>
<td>RE: Request for standing meeting</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Julie, I asked Rhonda to add this.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Rhonda, do you think a 30-minute block weekly or biweekly is sufficient?</td>
<td></td>
</tr>
<tr>
<td>From:</td>
<td>Carr, Rhonda - DM</td>
<td></td>
</tr>
<tr>
<td>Sent:</td>
<td>Thursday, April 13, 2017 2:02 PM</td>
<td></td>
</tr>
<tr>
<td>To:</td>
<td>Gordon, Julie - OSEC <a href="mailto:Julie.Gordon@osec.usda.gov">Julie.Gordon@osec.usda.gov</a></td>
<td></td>
</tr>
</tbody>
</table>
Hi Julie,

Just want to put on your radar....to schedule a standing meeting with Chris, Patty, Terri, and I to discuss Executive Resources issues. Tentatively starting in May.....Many thanks.

Rhonda C. Carr  
Deputy Director, Executive Resources Management Division  
Office of Human Resources Management | Departmental Management | U.S. Department of Agriculture  
1400 Independence Avenue, SW | JLW Building | Room 309W  
Washington, D.C. 20250  
202/720-3967-Direct | (202) 720-3967-Cell  
rhonda.carr@dm.usda.gov

11:00 AM - 12:00 PM  
Advisory Board Meeting -- 221-A  

12:00 PM - 1:00 PM  
Congressmen Bishop & Scott - The Lincoln Dining Rm

12:00 PM - 1:00 PM  
Lunch with Congressmen Bishop and Scott -- The Lincoln Dining Room

2:30 PM - 3:15 PM  
mtg. w/ Carly re: Subcab Onboarding -- 208-A - Chris’s office  
From: Miller, Carly - OSEC, Washington, DC  
Sent: Thursday, August 31, 2017 12:02 PM  
To: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>  
Subject: Subcabinet Onboarding

Chris, please see attached for the WHLO onboarding process. I have physical copies of both the WHLO onboarding briefing book and new appointee briefing book (I’m
assuming you’ve already got one of these) if you would prefer.

One area of note- \( (\text{b) (5) Deliberative} \)

I look forward to hearing your thoughts.

Thanks!

3:30 PM - 4:00 PM  
mtg. w/ Abbey/Joby  
re: furniture  
-- 208-A  
Chris’s office

4:00 PM - 5:00 PM  
HOLD Team Interview with \( (\text{b) (6)} \)

5:15 PM - 5:45 PM  
mtg. w/ Bethany/Lauren  
re: scheduling/scheduling requests  
-- Chris’s office

7:00 PM - 9:00 PM  
\( (\text{b) (6)} \)
September 7, 2017
Thursday

12:00 AM - 12:00 AM  |  (B) (S) - out
                      |  Please See Above

All Day

House & Senate IN Session
                      |  Please See Above

9:00 AM - 9:30 AM

Calendar Review mtg. -- 208-A

9:30 AM - 9:45 AM

mtg. w/ Chris/Carly -- 200A - Heidi’s office

10:00 AM - 10:30 AM

Weekly mtg. w/ Duane Williams -- 208-A

11:00 AM - 12:00 PM

Secretary’s Executive Resources Board - September 2017 Updated with Agenda and Handout -- 221-A

For this meeting we will discuss the following items:

1. FY 2017 SES and SL/ST compensation plan (handout to be shared at the meeting)
2. FY 2018 SES performance plans and SES critical element weights
3. Proposal to Revise USDA’s SES Pay Setting Policy (handout)
4. October 4th USDA Executive Forum

objattph://

If you have questions or concerns, please let me know.

Thank you,

Kimm Hobbs
OHRM/ERMD
202-690-3238

2:00 PM - 3:00 PM

HOLD OPPE

4:30 PM - 5:00 PM

mtg. w/ Don Bice -- 208-A - Chris’s office
### September 8, 2017

**Friday**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>House &amp; Senate IN Session</td>
</tr>
<tr>
<td></td>
<td>Please See Above</td>
</tr>
<tr>
<td>All Day</td>
<td>Julie - CDO</td>
</tr>
<tr>
<td>7:45 AM - 8:00 AM</td>
<td>Walk over to South Building (310-Sub-basement)</td>
</tr>
<tr>
<td>8:00 AM - 9:30 AM</td>
<td>Subcabinet Meeting -- Ops Center (S-310 Sub-basement of South Building)</td>
</tr>
<tr>
<td>9:30 AM - 10:30 AM</td>
<td>Personnel Discussion Meeting -- 208-A - Chris's office</td>
</tr>
<tr>
<td></td>
<td>1280–1298 Jefferson Dr SW</td>
</tr>
<tr>
<td></td>
<td>Washington DC 20004</td>
</tr>
<tr>
<td></td>
<td>United States</td>
</tr>
<tr>
<td>10:30 AM - 11:00 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
<tr>
<td></td>
<td>1280–1298 Jefferson Dr SW</td>
</tr>
<tr>
<td></td>
<td>Washington DC 20004</td>
</tr>
<tr>
<td></td>
<td>United States</td>
</tr>
<tr>
<td>12:00 PM - 4:00 PM</td>
<td>HOLD (Treasury) -- 2600 Rock Creek Dr NW, Washington 20008</td>
</tr>
<tr>
<td>12:00 PM - 1:00 PM</td>
<td>Senior Staff - Noon -- OSEC Bullpen</td>
</tr>
<tr>
<td></td>
<td><strong>All:</strong></td>
</tr>
<tr>
<td></td>
<td>There will be a Senior Staff meeting at noon today. Thank you!</td>
</tr>
<tr>
<td></td>
<td>Going forward, we can use the conference line number below.</td>
</tr>
<tr>
<td></td>
<td><strong>Conference Line:</strong></td>
</tr>
<tr>
<td></td>
<td><strong>1-888-844-9904</strong></td>
</tr>
<tr>
<td></td>
<td><strong>Code:</strong></td>
</tr>
<tr>
<td></td>
<td>(b) (6)</td>
</tr>
</tbody>
</table>

The phone number for the phone is **202-205-3370**. We can use this when there is only one person calling in
<p>| All Day | House &amp; Senate IN Session | Please See Above |</p>
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>House &amp; Senate IN Session</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
<tr>
<td>11:00 AM - 12:00 PM</td>
<td>HR Executive Group Meeting -- 208-A - Chris's office</td>
</tr>
<tr>
<td>11:30 AM - 12:00 PM</td>
<td>Mtg. on Fire Funding 90 Day Plan -- 200A - Heidi's office</td>
</tr>
<tr>
<td>3:30 PM - 4:00 PM</td>
<td>Scheduling Meeting to Discuss TX and Charleston, WV trip -- 208A</td>
</tr>
<tr>
<td>4:30 PM - 5:00 PM</td>
<td>mtg. w/ Josh Bornstein -- 208-A - Chris's office</td>
</tr>
</tbody>
</table>

Thanks, Josh.

1. We're set for 4.30 pm. (b) (5) Deliberative

   Note that I will be in a meeting with the Secretary immediately prior to this, so forgive any potential tardiness.

2. Lauren will reach out to you, but we are looking at 1400 on Wednesday for FEMA. (b) (5) Deliberative

3. (b) (5) Deliberative

4. (b) (5) Deliberative

Chris,

Want to meet at 4pm? My day (week) is a mess with all that is going on. I'm sure yours is, too. Alan should be at USDA by 2pm I believe and is hoping to join us for the call.

Wed looks good for FEMA. Very flexible on that. Once we look at X1 calendar tomorrow I can make final preparations with the team there.

Regarding subcabinet - I think (b) (5) Deliberative
September 11, 2017 Continued

Monday

Please let me know if 4pm is good tomorrow.

Josh

-----Original Message-----
From: Young, Chris - OSEC, Washington, DC
Sent: Sunday, September 10, 2017 6:43 PM
To: Bornstein, Josh - DM <Josh.Bornstein@dm.usda.gov>
Cc: Green, Heidi - OSEC, Washington, DC <Heidi.Green@osec.usda.gov>; Sullivan, Lauren - OSEC, Washington, DC <Lauren.Sullivan@osec.usda.gov>; Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>
Subject: This week

Josh:

A few things for this week.

First, after Alan gets back from Texas tomorrow, let's find a time for the three of us to chat about the upcoming two weeks. This will include overall response to Irma, the Secretary's trip to Texas, and other related matters.

Second, we will try to find a time for the Secretary to visit FEMA headquarters this week. I am thinking Wednesday. But we can look at that more strategically tomorrow.

Third, we will likely [b] (5) Deliberative Details and confirmations tomorrow.

Fourth, obviously the news about Jose is no longer as good as we thought. The latest forecast models show that it will turn back to the United States by Thursday and head our way for next weekend. So one more to monitor.

Chris

Sent from my iPhone
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>House &amp; Senate IN Session</td>
</tr>
<tr>
<td>9:00 AM - 10:30 AM</td>
<td>Initial Europe Planning Meeting -- 221A</td>
</tr>
<tr>
<td></td>
<td>Zhulieta, please forward and invite whomever is appropriate from</td>
</tr>
<tr>
<td></td>
<td>FAS. Since posts are +5 and +6 hours from EDT, we will have this</td>
</tr>
<tr>
<td></td>
<td>meeting in the morning with the expectation that they will participate.</td>
</tr>
<tr>
<td></td>
<td>With three countries involved, I made the meeting for 90 minutes.</td>
</tr>
<tr>
<td></td>
<td>I would like to go over a broad logistical outline of the visit,</td>
</tr>
<tr>
<td></td>
<td>including goals, objectives, and suggested meetings.</td>
</tr>
<tr>
<td>11:00 AM - 12:00 PM</td>
<td>Scheduling Meeting -- 221-A</td>
</tr>
<tr>
<td>1:00 PM - 1:30 PM</td>
<td>Weekly mtg. w/ Duane Williams -- 208-A</td>
</tr>
<tr>
<td>1:30 PM - 2:00 PM</td>
<td>Weekly Mtg. w/ Don Bice -- 208-A - Chris’s Office</td>
</tr>
<tr>
<td>2:00 PM - 2:30 PM</td>
<td>Scheduling Meeting</td>
</tr>
<tr>
<td>2:30 PM - 3:00 PM</td>
<td>Communications Strategy Meeting --</td>
</tr>
<tr>
<td>3:00 PM - 3:30 PM</td>
<td>bi-weekly mtg. w/ Diane Cullo -- 208A</td>
</tr>
<tr>
<td>4:00 PM - 4:30 PM</td>
<td>Scheduling Meeting -- 208A</td>
</tr>
<tr>
<td>Time</td>
<td>Event Description</td>
</tr>
<tr>
<td>-------------------</td>
<td>--------------------------------------------------------</td>
</tr>
<tr>
<td>All Day</td>
<td>House &amp; Senate IN Session</td>
</tr>
<tr>
<td>8:00 AM - 9:00 AM</td>
<td>Subcabinet Meeting -- 200-A Conference Room</td>
</tr>
<tr>
<td></td>
<td>Please note Subcabinet meeting time has changed to 8:00-9:00 am. Please allow 1 hour for the meeting.</td>
</tr>
<tr>
<td></td>
<td>Under Secretary may send Chief of Staff in their place when needed.</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
<tr>
<td>10:30 AM - 11:00 AM</td>
<td>Call with Ashley Gunn</td>
</tr>
<tr>
<td>3:00 PM - 3:30 PM</td>
<td>Scheduling Meeting RE Next Week's Travel -- 208A</td>
</tr>
<tr>
<td>4:00 PM - 4:30 PM</td>
<td>Meeting Re: Public Schedule for the Secretary -- 208A</td>
</tr>
</tbody>
</table>
Good Morning,

Mr. Alan Mackey, Special Assistant to the Secretary, will convene the inaugural meeting of the Multi Agency Coordination (MAC) Group for Hurricanes Harvey and Irma tomorrow, Thursday September 14, 2017, from 10:00 – 11:30 am, in S-310.

Due to the size of the room and the large number of participants, we request that only one representative from each agency and office attend. Participants are asked to attend in person, a teleconference line will not be provided.

An agenda will follow as soon as possible.

Scott R. Linsky
Chief, National Security Policy Staff
USDA Office of Homeland Security and Emergency Coordination
(202) 260-0106 (office)
(cell)

11:00 AM - 11:30 AM  Calendar Review mtg. -- 208-A

12:45 PM - 1:30 PM  Vic coming by to fix your computer

3:15 PM - 4:15 PM  mtg. w/ John Pirchio -- 200-A - Conference Room

Julie –

As a follow-up to the Shared Cost Program Advisory Committee meeting we had last week with both Heidi and Chris, I need to see if the both of them are available either Wednesday or Thursday this week for a 1 hour meeting to hear program managers describe and justify their programs.

Thanks,

John Pirchio
Director
OCFO – Budget Division
Room 3427-S
john.pirchio@usda.gov
(202) 720-1208 Office
(cell)
mtg. w/ Dr. Bartuska -- 208-A - Chris’s office

From: Bartuska, Ann - OSEC, Washington, DC
Sent: Friday, September 08, 2017 2:53 PM
To: Simmons, Michele - OSEC <Michele.Simmons@osec.usda.gov>
Subject: meeting with Chris Young

Please see if you can get 30 mins with Chris mid-next week to discuss tentative ratings from my Direct SES report – I have 4. Ann

Ann M. Bartuska, Ph. D
Acting Under Secretary for
   Research, Education and Economics
USDA
202-720-1542
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>Senate ONLY IN Session</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
<tr>
<td>9:30 AM - 9:45 AM</td>
<td>depart apron w/ (b), (6), (b), (7)(C) Dept. of Treasury, 1500 PA Ave NW (b) (6)</td>
</tr>
<tr>
<td>10:00 AM - 12:00 PM</td>
<td>hold</td>
</tr>
<tr>
<td>Time</td>
<td>Activity</td>
</tr>
<tr>
<td>--------------------</td>
<td>---------------------------------</td>
</tr>
<tr>
<td>All Day</td>
<td>Senate ONLY IN Session</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>[D] (6)</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>Travel - to Atlanta, Orlando</td>
</tr>
<tr>
<td>1:40 PM - 3:34 PM</td>
<td>DL 1257 - DCA to ATL</td>
</tr>
<tr>
<td>3:45 PM - 4:00 PM</td>
<td>[D] (6)</td>
</tr>
<tr>
<td>All Day</td>
<td>Senate ONLY IN Session</td>
</tr>
<tr>
<td>---------</td>
<td>------------------------</td>
</tr>
<tr>
<td>All Day</td>
<td>(b) (6)</td>
</tr>
<tr>
<td>All Day</td>
<td>Travel - to Atlanta, Orlando</td>
</tr>
<tr>
<td>Time</td>
<td>Activity</td>
</tr>
<tr>
<td>--------------------</td>
<td>-----------------------------------------------</td>
</tr>
<tr>
<td>All Day</td>
<td>Senate ONLY IN Session</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>Please See Above</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>Travel - to Atlanta, Orlando</td>
</tr>
<tr>
<td>6:30 AM - 6:45 AM</td>
<td>turn in rental car</td>
</tr>
<tr>
<td>6:55 AM - 8:22 AM</td>
<td>DL 1818 - ATL to Orlando FL</td>
</tr>
<tr>
<td>2:46 PM - 4:54 PM</td>
<td>Jetblue flight B6724 - Orlando to DCA</td>
</tr>
<tr>
<td>Time</td>
<td>Event</td>
</tr>
<tr>
<td>-----------------</td>
<td>--------------------------------------------</td>
</tr>
<tr>
<td>All Day</td>
<td>Senate ONLY IN Session</td>
</tr>
<tr>
<td>9:00 AM - 10:00 AM</td>
<td>Scheduling Meeting -- 221-A</td>
</tr>
<tr>
<td>11:30 AM - 12:00 PM</td>
<td>Communications Strategy Meeting -- 200A</td>
</tr>
<tr>
<td>1:45 PM - 2:00 PM</td>
<td>pre-brief w/ Patty Moore - for 2p -- 208-A</td>
</tr>
<tr>
<td>2:00 PM - 2:30 PM</td>
<td>call w/ [redacted] Personnel Issues</td>
</tr>
<tr>
<td></td>
<td>1-888-844-9904</td>
</tr>
<tr>
<td></td>
<td>Access code: [redacted]</td>
</tr>
<tr>
<td></td>
<td>Chris – host code: [redacted]</td>
</tr>
<tr>
<td>3:00 PM - 4:00 PM</td>
<td>SES Forum Discussion -- 208-A - Chris’s office</td>
</tr>
</tbody>
</table>

(b) (6)
<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>Senate ONLY IN Session</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>Official Travel - Houston TX</td>
</tr>
<tr>
<td>8:00 AM - 9:00 AM</td>
<td>Subcabinet Meeting -- 200-A Conference Room</td>
</tr>
</tbody>
</table>

Please note Subcabinet meeting time has changed to 8:00-9:00 am. Please allow 1 hour for the meeting.

Under Secretary may send Chief of Staff in their place when needed.

Conference Line: 888-844-9904
Access code: [b] (6) [b] (6)

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
<tr>
<td>9:30 AM - 9:45 AM</td>
<td>depart apron for DCA w/ [(b) (6), (b) (7)(C)]</td>
</tr>
<tr>
<td>11:10 AM - 1:00 PM</td>
<td>depart DCA on Delta 735 to Atlanta - arrive 1p</td>
</tr>
<tr>
<td>1:40 PM - 2:49 PM</td>
<td>depart Atlanta on Delta flight 1123 - arrive Houston 2:49p</td>
</tr>
<tr>
<td>3:30 PM - 4:00 PM</td>
<td>[b] (8)</td>
</tr>
</tbody>
</table>

Confirmation #: [b] (6) [b] (6)
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>Official Travel - Houston TX</td>
</tr>
<tr>
<td></td>
<td>(Please See Above)</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>House &amp; Senate In RECESS</td>
</tr>
<tr>
<td>2:00 PM - 3:00 PM</td>
<td>PDI Conference Call</td>
</tr>
<tr>
<td>5:35 PM - 9:25 PM</td>
<td>depart Houston on Delta flight 6239 - arrive Detroit 9:25p</td>
</tr>
<tr>
<td>10:05 PM - 11:34 PM</td>
<td>depart Detroit on Delta flight 551 - arrive DCA 11:34p</td>
</tr>
<tr>
<td>Time</td>
<td>Event</td>
</tr>
<tr>
<td>-----------------</td>
<td>--------------------------------------------</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>House &amp; Senate in RECESS Please See Above</td>
</tr>
<tr>
<td>All Day</td>
<td>Julie - CDO</td>
</tr>
<tr>
<td>10:30 AM - 10:45 AM</td>
<td>call w/ Don DeMaria</td>
</tr>
<tr>
<td>Time</td>
<td>Event Description</td>
</tr>
<tr>
<td>--------------</td>
<td>----------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>House &amp; Senate IN Session</td>
</tr>
<tr>
<td>All Day</td>
<td>(b) (6) - out on leave</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
<tr>
<td>10:30 AM - 11:00 AM</td>
<td>mtg. w/ Michele Esch/Tracey Troutman - re: CFC Campaign -- 208-A - Chris's office</td>
</tr>
<tr>
<td></td>
<td>On Sep 20, 2017, at 09:51, Esch, Michele - ARS <a href="mailto:Michele.Esch@ARS.USDA.GOV">Michele.Esch@ARS.USDA.GOV</a> wrote:</td>
</tr>
<tr>
<td></td>
<td>Chris,</td>
</tr>
<tr>
<td></td>
<td>I mentioned the Combined Federal Campaign to Heidi this morning at subcabinet and</td>
</tr>
<tr>
<td></td>
<td>she recommended to talk to you about upcoming needs, events, etc. REE is the</td>
</tr>
<tr>
<td></td>
<td>lead mission area this year and I’d like to introduce you to our Campaign Manager,</td>
</tr>
<tr>
<td></td>
<td>Tracey Troutman (who also happens to be another Georgia native). Can we schedule</td>
</tr>
<tr>
<td></td>
<td>a time to meet soon? The campaign technically kicks off on October 2nd and we</td>
</tr>
<tr>
<td></td>
<td>have some rapidly approaching needs from the Secretary.</td>
</tr>
<tr>
<td></td>
<td>Thanks so much! Michele</td>
</tr>
<tr>
<td>11:15 AM - 11:45 AM</td>
<td>Weekly mtg. w/ Duane Williams -- 208-A</td>
</tr>
<tr>
<td>11:45 AM - 12:00 PM</td>
<td>Communications Strategy Meeting --</td>
</tr>
<tr>
<td>1:00 PM - 1:30 PM</td>
<td>mtg. w/ Nicholas Brusky -- 208-A - Chris’s office</td>
</tr>
<tr>
<td></td>
<td>Julie,</td>
</tr>
<tr>
<td></td>
<td>Thank you for arranging my brief meeting with Chris on Monday. I have been</td>
</tr>
<tr>
<td></td>
<td>working with Lilia McFarland from FSA and our Mexico and Canada desk officers to</td>
</tr>
<tr>
<td></td>
<td>plan for the engagement of the Mexicans and Canadians at this convention. We</td>
</tr>
<tr>
<td></td>
<td>have come up with a few options that I would like to discuss with Chris to make</td>
</tr>
<tr>
<td></td>
<td>sure we are in line with the Secretary’s wishes for this event.</td>
</tr>
<tr>
<td></td>
<td>Sincerely,</td>
</tr>
<tr>
<td></td>
<td>Nick Brusky</td>
</tr>
<tr>
<td></td>
<td>Confidential Assistant</td>
</tr>
<tr>
<td></td>
<td>USDA Foreign Agricultural Service</td>
</tr>
<tr>
<td></td>
<td>Room 5601-S</td>
</tr>
<tr>
<td></td>
<td>202-401-0015 Office</td>
</tr>
</tbody>
</table>

|        | (b) (6) Cell                                                                         |

461 of 478
September 25, 2017 Continued

Monday

1:30 PM - 2:00 PM

bi-weekly mtg. w/ Diane Cullo -- 208A

2:30 PM - 3:00 PM

mtg. w/ Zhulieta

From: Young, Chris - OSEC, Washington, DC
Sent: Monday, September 18, 2017 11:55 AM
To: Willbrand, Zhulieta - OSEC, Washington, DC <zhulieta.z.willbrand@osec.usda.gov>
Cc: Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>
Subject: Re: (b) (5) Deliberative

Friday. Julie can book us some time.

Sent from my iPhone

On Sep 18, 2017, at 11:49, Willbrand, Zhulieta - OSEC, Washington, DC <zhulieta.z.willbrand@osec.usda.gov> wrote:

Happy Monday, Chris!

Finally spoke with OCFO. As expected there are some funds left over. After accounting for Joe Alexander, William Russell, and Brent McNeely's salaries through the end of FY17, there are total of $120,000 left. These are all funds left from FFAS's budget, so we need to be mindful of any plans FPAC may have. Would you be able to come up with a bit of time? I would hope to

Thank you!

Zhulieta

From: Young, Chris - OSEC, Washington, DC
Sent: Thursday, September 14, 2017 11:34 AM
To: Willbrand, Zhulieta - OSEC, Washington, DC <zhulieta.z.willbrand@osec.usda.gov>
Subject: RE: (b) (5) Deliberative

I'll be standing by.

From: Willbrand, Zhulieta - OSEC, Washington, DC
Sent: Thursday, September 14, 2017 11:01 AM
To: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>
Subject: RE: (b) (5) Deliberative

Yes, pleeeeeeaase! Pretty please with a charrry on top! I will try to get there. Thank you! Thank you! Thank you! Thank you! Thank you! Thank you! Thank you! Thank you! Thank you!
Well, if you say pretty please!

When we took down the drapes in the Secretary’s office simply to have them cleaned – and only cleaned, not replaced – we learned they had not been cleaned in 25 years, which included time in service when people smoked in that office.

Simple answer: I’m ready when you are. Let me know when you want to chat about it.

From: Willbrand, Zhulieta - OSEC, Washington, DC
Sent: Wednesday, September 13, 2017 5:08 PM
To: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>
Subject: [b] (5) Deliberative

Hi Chris,

We were very conservative with the FFAS mission area funds this year, so I’m assuming there [b] (5) Deliberative. If you are super busy but if you get some free time I would greatly appreciate any creative advice or a recommendation for a [b] (5) Deliberative.

Thank you!

Zhulieta

---

4:00 PM - 4:30 PM

mtg. regarding The Front Porch -- 208A - Chris’s office

From: Wilkins, Jake - OSEC, Washington, DC
Sent: Tuesday, September 19, 2017 3:30 PM
To: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>
Cc: Williams, Duane - DM <Duane.Williams1@dm.usda.gov>
Subject: RE: front porch

That works for me—just let me know! [b] (5) Deliberative

---

Jake Wilkins

Office of Communications

United States Department of Agriculture

Office: (202) 720-2168
Cell: [b] (6)
From: Young, Chris - OSEC, Washington, DC  
Sent: Tuesday, September 19, 2017 3:26 PM  
To: Wilkins, Jake - OSEC, Washington, DC <Jake.Wilkins@osec.usda.gov>  
Cc: Williams, Duane - DM <Duane.Williams1@dm.usda.gov>  
Subject: RE: front porch

Duane, Jake and I can walk through and put something together preliminary, so that we can some stuff on paper and your folks can work on it. Maybe Tom Hoffman can join us??

From: Wilkins, Jake - OSEC, Washington, DC  
Sent: Tuesday, September 19, 2017 3:05 PM  
To: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>  
Cc: Williams, Duane - DM <Duane.Williams1@dm.usda.gov>  
Subject: Re: front porch

Hey Duane-- if you're out of town through this week, let's meet Monday morning to knock this out?

--

Jake Wilkins  
Office of Communications  
U.S. Department of Agriculture  
Office: (202) 720-2168  
Cell: (b) (b)
On Sep 19, 2017, at 3:01 PM, Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov> wrote:


From: Wilkins, Jake - OSEC, Washington, DC
Sent: Tuesday, September 19, 2017 3:00 PM
To: Williams, Duane - DM <Duane.Williams1@dm.usda.gov>; Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>
Subject: RE: front porch

Hey Duane!

Great to be connected-- As we brainstormed with Chris, the thought that came across our mind was [b] (5) Deliberative [b] (5) Deliberative [b] (5) Deliberative

[b] (5) Deliberative

Glad to move to a smaller thread to figure out what is possible. Any and all suggestions are welcome!

--
(image001.jpg Jake Wilkins
>
Office of Communications
United States Department of Agriculture
Office: (202)720-2168
Cell: [b] (6) [b] (6)
From: Williams, Duane - DM
Sent: Tuesday, September 19, 2017 2:58 PM
To: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>
Subject: Re: front porch

Ok, no problem. I will wait to hear from you Jake and let's make it happen.

Director of Operations
U.S. Department of Agriculture

On Sep 19, 2017, at 1:47 PM, Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov> wrote:

Dear Team

I asked Jake Wilkins to head a special project related to the Front Porch.

We want to make it more welcoming, more friendly, less stodgy. Part of that is the furniture change that is ongoing. For instance, the stuffy sofa will soon give way to a rocking swing. Duane Williams, copied here, has been instrumental in executing this vision.

But we need to use end-of-the-year OSEC monies to go beyond that. I want Jake to brainstorm a set of ideas, including the use of multimedia and digital platforms, to re-curate the space. The look would need to fit into the overall aesthetic and scheme but allow us to be dynamic in our displays and information.

Jake, please compile your ideas for review and liaise with Duane to look at the project. Time is of the essence.

Thanks, all.
-Cris

L. Christopher Young
Deputy Chief of Staff

United States Department of Agriculture
Office: 202.720.3631
### Saturday, September 26, 2017

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>House &amp; Senate IN Session</td>
</tr>
<tr>
<td>9:00 AM - 10:00 AM</td>
<td>Scheduling Meeting -- 221-A</td>
</tr>
<tr>
<td>10:00 AM - 11:00 AM</td>
<td>Europe Planning Meeting -- 221A</td>
</tr>
<tr>
<td>11:30 AM - 12:30 PM</td>
<td>Speak at the OGC Management Summit - remarks at 11:45a -- 0320-S</td>
</tr>
</tbody>
</table>

---

**To:** Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>  
**Subject:** OGC Management Summit - Request for Brief Remarks from Deputy Chief of Staff

Dear Ms. Gordon:

I am following up on Mr. Young’s appearance at the OGC Management Summit. The event will take place at OGC’s training room, which is located in Room 0320-S (across from the Law Library). We are wondering whether Mr. Young can provide his brief remarks at 11:45 am instead of 11:15 am. If this is not possible, we would be delighted to have Mr. Young appear at our summit at 11:15 am.

Thank you so kindly.

Regards,  
Karen Carrington

---

From: Carrington, Karen - OGC  
Sent: Friday, September 08, 2017 11:27 AM  
To: Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>  
Subject: OGC Management Summit - Request for Brief Remarks from Deputy Chief of Staff

Dear Ms. Gordon:

OGC plans to have a management summit this month, at which significant Department initiatives will be discussed. Time will be allocated to address issues relating to performance management. We would like to invite Mr. Young to...
provide brief remarks to our supervisory attorneys about the Department’s views on performance management. Please let me know if Mr. Young is available on Tuesday, September 25th at 11:15 am. If he is unavailable on this date and/or time, please kindly advise me of any alternative dates and/or times.

Thank you for your attention to this matter. Please feel free to contact me with any questions or concerns at (202) 720-0944.

Regards,

Karen Carrington
Senior Counsel

1:30 PM - 2:00 PM
Weekly Mtg. w/ Don Bice -- 208-A - Chris’s Office

2:00 PM - 3:00 PM
Admin./Sec. Honors mtg. w/ Terri & Joanna -- 208-A - Chris’s office

3:00 PM - 3:30 PM
mtg. re: SES mtg. -- 208-A
From: Young, Chris - OSEC, Washington, DC
Sent: Monday, September 25, 2017 6:10 PM
To: Moore, Patty - DM <Patty.Moore@dm.usda.gov>; Carr, Rhonda - DM <Rhonda.Carr@dm.usda.gov>; Meighan, Terri - DM <Terri.Meighan@dm.usda.gov>; Murtaugh, Tim - OC, Washington, DC <Tim.Murtaugh@oc.usda.gov>
Cc: Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>
Subject: SES meeting

All,

We need to get together no later than Wednesday afternoon. We have some schedule changes re: the October 4 All-Hands meeting. Not the date nor the block of time, but just when the Secretary and I will speak. He will now lead off, and I will follow.

Julie, can you schedule this group for 30 minutes before Wednesday COB, please? It can be in addition to an already existing block of time.
C.

L. Christopher Young  
Deputy Chief of Staff

United States Department of Agriculture  
Office: 202.720.3631

4:00 PM - 5:00 PM  
USDA Walkthrough -- 1400 Jefferson Drive SW, Washington, D.C. 20250
All Day  House & Senate IN Session

Please See Above

All Day  [D] (6)  - out 1/2 day (PM)

8:30 AM - 9:30 AM  Subcabinet Meeting -- 200-A Conference Room
Please note Subcabinet meeting time has changed to 8:00-9:00 am. Please allow 1 hour for the meeting.

Under Secretary may send Chief of Staff in their place when needed.

Conference Line: 888-844-9904
Access code: [D] (6)

9:00 AM - 9:30 AM  Calendar Review mtg. -- 208-A

10:30 AM - 11:00 AM  Standing Mtg. w/ HR - re: Executive Resource Issues -- Chris’s Office
From: Carr, Rhonda - DM
Sent: Thursday, April 13, 2017 2:34 PM
To: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>; Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>
Cc: Moore, Patty - DM <Patty.Moore@dm.usda.gov>; Meighan, Terri - DM <Terri.Meighan@dm.usda.gov>
Subject: RE: Request for standing meeting

30 minutes and we may need a few weekly upfront but biweekly should be good. Thanks.

From: Young, Chris - OSEC, Washington, DC
Sent: Thursday, April 13, 2017 2:29 PM
To: Carr, Rhonda - DM <Rhonda.Carr@dm.usda.gov>; Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>
Cc: Moore, Patty - DM <Patty.Moore@dm.usda.gov>; Meighan, Terri - DM <Terri.Meighan@dm.usda.gov>
Subject: RE: Request for standing meeting

Julie, I asked Rhonda to add this.

Rhonda, do you think a 30-minute block weekly or biweekly is sufficient?

From: Carr, Rhonda - DM
Sent: Thursday, April 13, 2017 2:02 PM
To: Gordon, Julie - OSEC <Julie.Gordon@osec.usda.gov>
Cc: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>; Moore, Patty - DM <Patty.Moore@dm.usda.gov>; Meighan, Terri - DM <Terri.Meighan@dm.usda.gov>
Subject: Request for standing meeting

Hi Julie,
Just want to put on your radar...to schedule a standing meeting with Chris, Patty, Terri, and I to discuss Executive Resources issues. Tentatively starting in May.....Many thanks.

Roo

RHONDA C. CARR | Deputy Director, Executive Resources Management Division
Office of Human Resources Management | Departmental Management | U.S. Department of Agriculture
1400 Independence Avenue, SW | JLW Building | Room 309W
Washington, D.C. 20250
202/720-3967-Direct I [b] (6) Cell
rhonda.carr@dm.usda.gov

11:30 AM - 12:00 PM
mtg. w/ Josh Bornstein re: Draft Notification Protocol for Adverse Events -- 208-A

1:00 PM - 1:30 PM
mtg. w/ Bobby Richey -- 208-A
Julie, can you pencil in some time for Bobby and me, please?

Sent from my iPhone

On Sep 22, 2017, at 10:10, Richey, Bobby - FAS <Bobby.Richey@fas.usda.gov> wrote:

Chris

Next week is cool. I am in Monday-wednesday. I usually am at the office by 7:45 am.

Safe travels

BR

From: Young, Chris - OSEC, Washington, DC
Sent: Friday, September 22, 2017 10:17 AM
To: Richey, Bobby - FAS
Subject: Re: might you have a short moment to chat today?

Hi Bobby. Probably will have to be next week. I'm still in Texas trying to tie up loose administrative ends and get back. Rather hit and miss timing to talk.

Sent from my iPhone

On Sep 22, 2017, at 08:51, Richey, Bobby - FAS <Bobby.Richey@fas.usda.gov> wrote:
I want to understand what your wishes/expectations/needs are on travel for the future.

I want to minimize the email questions, especially after the past couple of days.

All the best Senor.

BR

Bobby Richey, Jr.
Director General, Foreign Service
Foreign Agricultural Service
U.S. Department of Agriculture

2:30 PM - 3:00 PM
mtg. w/ Anne Hazlett re: staffing -- 208-A

4:30 PM - 5:00 PM
call w/ Ryan Willoughby/Linda Hamrick -- 888-844-9904 - access: [b] (6) [b] host: [b] (6) (CY)
two of our affiliate leaders in Georgia (Bob Boyd from DeKalb County and Rep. Spencer Frye from Athens) are going to try and join us on the call

From: Ryan Willoughby [b] (6)@habitatgeorgia.org>
Date: August 31, 2017 at 14:53:30 EDT
To: "Young, Chris - OSEC, Washington, DC" [mailto:Chris.Young@osec.usda.gov] <Chris.Young@osec.usda.gov>
Subject: RE: Follow-Up

Good afternoon, Chris:

A telephone conversation would work well for our us, given the difficulty of your schedule, I can certainly see it being more advantageous for you. I will be out of town all next week, so the soonest I would be available to speak would be some time after September 12th or so.

Are there some available dates on your calendar after that point when Linda and I can speak to you?

Thanks, again, for your time.

From: Young, Chris - OSEC, Washington, DC [mailto:Chris.Young@osec.usda.gov]  
Sent: Wednesday, August 30, 2017 9:53 PM  
To: Ryan Willoughby [b]@habitatgeorgia.org>
Cc: [b]@gmail.com
Subject: Re: Follow-Up

Hi Ryan,

Good to hear from you. And yes, I know Linda from many, many years ago.

Of course I would be more than happy to visit. Mid-September presents a challenge, though. I am the lead person in the Office of the Secretary for all of our hurricane relates work. Actually, all of our other natural disasters, as well, including the record fire season we are having out west.

Until the water starts to recede and we see firsthand what the agricultural damage is, I'm not sure I can commit to anything in mid September, especially something that would see you come to Washington. In other words, I don't want you to waste a trip when I may very well have to reschedule.

That being said, I'm sure we could find time to at least meet by phone until my schedule relaxes to some semblance of normalcy.

Just let me know.

Thanks,
Chris

Sent from my iPhone

On Aug 30, 2017, at 14:02, Ryan Willoughby <@habitatgeorgia.org> wrote:

Good afternoon, Chris:

Thank you for responding so quickly to me on LinkedIn. I am sorry I had to go that non-traditional route to find your e-mail. I am copying Mrs. Linda Hamrick, our advocate, to this e-mail. I believe you and Linda already know each other?

Habitat for Humanity has, so far, developed a solid relationship with USDA in Athens. They have been very supportive of us on some grant applications as well as 502 Direct Loans here in the state. When your schedule allows, I'd like to meet with you to discuss what we've done and maybe some areas where Habitat and USDA can partner together going forward.

Is there some time in your schedule during mid-September for such a meeting?

6:30 PM - 8:00 PM mtg. w/ UGA
Chris-

The last wed in Sept works for us. I get that schedules can change. We will get something on the books and move around if needed.

As I shared we usually shoot for a 6:30pm start to allow students to intern all day.
On Jul 31, 2017, at 7:38 AM, Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov> wrote:

Good morning, Don. I have copied my assistant, Julie Gordon, on this email.

Julie, let’s work with Don to schedule something for me with this group, perhaps the last Wednesday in September. I’ll let you confirm what works best.

Don, I’ll have to beg your indulgence, though. My schedule is uniquely tied to the Secretary, so some malleability may be in order.

Thanks,
Chris

From: Don DeMaria [mailto:demaria@uga.edu]
Sent: Sunday, July 30, 2017 7:09 PM
To: Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov>
Subject: Re: Additional prospect

Usually we shoot for evenings around 6:30.

Don DeMaria
Director
Washington Semester Program
University of Georgia
demaria@uga.edu

Sent from my iPhone

On Jul 30, 2017, at 1:57 PM, Young, Chris - OSEC, Washington, DC <Chris.Young@osec.usda.gov> wrote:

And I should have asked, what time of day?

From: Don DeMaria [mailto:demaria@uga.edu]
We can meet any day but Tuesdays.
**September 28, 2017**  
**Thursday**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>House &amp; Senate IN Session</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
<tr>
<td>10:00 AM - 10:30 AM</td>
<td>Meeting -- 208-A - Chris's office</td>
</tr>
<tr>
<td>10:30 AM - 11:00 AM</td>
<td>mtg. w/ Brooke Appleton -- 208-A - Chris's office</td>
</tr>
<tr>
<td>11:00 AM - 11:30 AM</td>
<td>mtg. w/ Alan Mackey -- 208-A - Chris's office</td>
</tr>
<tr>
<td>Performance plan – I have the copies already printed out for you</td>
<td></td>
</tr>
<tr>
<td>2:00 PM - 2:30 PM</td>
<td>bi-weekly mtg. w/ Carmelnita Fossum - Executive Services -- 208-A</td>
</tr>
<tr>
<td></td>
<td>We would be able to discuss any items or plans that the Executive Services Division support team assists Secretary Perdue, the immediate office of the Secretary as well as the Advance and scheduling teams with moving forward.</td>
</tr>
<tr>
<td>Time</td>
<td>Event</td>
</tr>
<tr>
<td>------------------</td>
<td>--------------------------------------------</td>
</tr>
<tr>
<td>All Day</td>
<td>Senate ONLY IN Session</td>
</tr>
<tr>
<td>8:00 AM - 8:30 AM</td>
<td>Tim &amp; Stephen</td>
</tr>
<tr>
<td>9:00 AM - 9:30 AM</td>
<td>Calendar Review mtg. -- 208-A</td>
</tr>
<tr>
<td>9:30 AM - 10:00 AM</td>
<td>mtg. w/ Don/Tim -- Chris's office</td>
</tr>
<tr>
<td>10:00 AM - 10:15 AM</td>
<td>mtg. w/ Brandon/Maggie -- Chris's office</td>
</tr>
<tr>
<td>10:30 AM - 11:00 AM</td>
<td>mtg. w/ Carly &amp; Shari -- 536-A - Carly's office</td>
</tr>
</tbody>
</table>