**To:** Davis, Donna[Davis.Donna@epa.gov]
**From:** Brunsman, Lori
**Sent:** Wed 8/26/2015 3:21:24 PM
**Subject:** RE: CARC needs S-10100 on 9/16/15 all day

OK. That's weird. If you don't have a meeting to cancel, then I guess CARC can use the room!

Thanks!

Have a great day!

Lori

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***Lori Brunsman, Statistician and Project Officer***
*Science Information Management Branch*
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*One Potomac Yard S-10934*

*brunsman.lori@epa.gov*
*703-308-2902*

**From:** Davis, Donna
**Sent:** Wednesday, August 26, 2015 11:15 AM
**To:** Brunsman, Lori
**Subject:** RE: CARC needs S-10100 on 9/16/15 all day

Lori,

Must be left over from the old lotus notes days. I don't know what to tell you. I don't have a meeting on my calendar to cancel.

Donna

**From:** Brunsman, Lori
**Sent:** Wednesday, August 26, 2015 8:58 AM
**To:** Davis, Donna
**Subject:** RE: CARC needs S-10100 on 9/16/15 all day

Donna –

Here's what I see for S-10100 with Outlook Calendar scheduling assistant for the 16th:

FILE | MEETING | INSERT | FORMAT TEXT | REVIEW

Delete | Calendar | Forward

Actions

Appointment | Scheduling Assistant

Show

Lync Meeting

Lync Meet...

Meeting Notes

Meeting...

Cancel Invitation

Send | 100%

Wednesd

11:00 | 12:00 PM | 1:00 | 2:00 | 3:00 | 6:00 AM

All Attendees

Brunsman, Lori — Peo | SIMB/IMC

DCRoomPYS10100/Potom — ent St | May, Brer

Click here to add a name

Have a great day!

Lori

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**From:** Davis, Donna
**Sent:** Wednesday, August 26, 2015 8:28 AM
**To:** Brunsman, Lori
**Subject:** RE: CARC needs S-10100 on 9/16/15 all day

Lori,

I don't have an 8:30 – 9:30 slot reserved in 10100 for ChemSAC. My calendar doesn't show anything….

Donna

**From:** Brunsman, Lori
**Sent:** Wednesday, August 26, 2015 7:07 AM
**To:** Davis, Donna
**Subject:** RE: CARC needs S-10100 on 9/16/15 all day

Donna –

Thank you for releasing the room reservation for S-10100 on 9/16/15. However, you released the 9:30-10:30 time slot, but not the 8:30-9:30 time slot. The Glyphosate CARC meeting starts at 9:00. If you could please release that earlier room reservation, too, I'd appreciate it.

Thanks!

Have a great day!

Lori

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**From:** Davis, Donna
**Sent:** Tuesday, August 25, 2015 1:52 PM
**To:** Brunsman, Lori; Keller, Nancy
**Cc:** Wilbur, Donald; VanAlstine, Julie; Morton, Thurston; Rowland, Jess
**Subject:** RE: CARC needs S-10100 on 9/16/15 all day

Lori,

We were planning to meet and were doing a big training session in the room. Sounds like Jess is going to trump us. I will tell the co-chairs that we have been displaced. We may have to delay our training.

Donna

**From:** Brunsman, Lori
**Sent:** Tuesday, August 25, 2015 8:44 AM
**To:** Davis, Donna; Keller, Nancy
**Subject:** CARC needs S-10100 on 9/16/15 all day

Donna and Nancy –

We are having a marathon CARC meeting on Glyphosate all day (9:00 am – 4:00 pm) on Wednesday, September 16. I see that you have room S-10100 reserved for part of that day. Are you still having meetings on that day and, if so, would it be possible for you to move your meetings to another meeting room on that day?

Thanks!

Have a great day!

Lori

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