Message

From: Jenkins, Juanita [jenkins.juanita@epa.gov]
Sent: 5/29/2018 5:05:31 PM
To: Greenwalt, Sarah [greenwalt.sarah@epa.gov]
Subject: RE: Renaissance Marriott

Thanks Sarah!

Juanita R. Jenkins
Assistant Travel Coordinator
Office of the Administrator
U.S. Environmental Protection Agency
Jenkins.juanita@epa.gov
202-566-2045

From: Greenwalt, Sarah
Sent: Tuesday, May 29, 2018 12:56 PM
To: Jenkins, Juanita <jenkins.juanita@epa.gov>
Cc: Ferguson, Lincoln <ferguson.lincoln@epa.gov>
Subject: Re: Renaissance Marriott

The code is 591, expiration date is 04/20.

Thank you!

Sent from my iPhone

On May 29, 2018, at 12:50 PM, Jenkins, Juanita <jenkins.juanita@epa.gov> wrote:

> Gail is on the website now reserving your rooms. The website is asking for the CVV code. Can you provide your GTC CVV code and also the expiration date?
>
> Thanks.
>
> *Juanita R. Jenkins*
> Assistant Travel Coordinator
> Office of the Administrator
> U.S. Environmental Protection Agency
> Jenkins.juanita@epa.gov
> 202-566-2045
>
> ---
>
> **From:** Hupp, Millan
> **Sent:** Tuesday, May 29, 2018 12:36 PM
> **To:** Davis, Gail <Davis.Gail@epa.gov>
> **Cc:** Jenkins, Juanita <jenkins.juanita@epa.gov>
> **Subject:** Re: Renaissance Marriott
>
> Administrator Pruitt - June 25-27
> Lincoln Ferguson - June 25-27
> Kelsi Daniell - June 25 - 27
> Sarah Greenwalt - June 25 - 27

Kelly Kundinger - June 21 - June 27
Forrest McMurray - June 21 - June 27

I don't need a room as I will be staying with family.

Billy — who will be going down from your end?

Also, I just learned that the block closes today? How may I help in securing these rooms?

Sent from my iPhone

On May 25, 2018, at 11:39 AM, Davis, Gail <Davis.Gail@epa.gov> wrote:

> Can you please supply us with the names/arrival-departures of everyone need a room, thanks.
>
> ---
>
> **From:** Hupp, Millan
> **Sent:** Friday, May 25, 2018 10:59 AM
> **To:** Davis, Gail <Davis.Gail@epa.gov>; Jenkins, Juanita <jenkins.juanita@epa.gov>
> **Subject:** FW: Renaissance Marriott
>
> Gail and Juanita,
>
> As you know, the Administrator is the designated host for the CEC (Commission for Environmental Cooperation) this year and will be hosting the conference in OKC with OITA taking the lead on preparations. As such, the Secretariat has selected a hotel for the conference and attendees. They have secured a group rate as you will see below.
>
> We would like for the Administrator, traveling staff, and PSD to all be in this hotel. What is your direction for reserving these rooms? Should each traveler reserve their own or would the two of you handle that action?
>
> Would be glad to discuss further if need be.
>
> Thank you!
> Millan
>
> Millan Hupp
> Director of Scheduling and Advance
> Office of the Administrator
> Cell: 202.380.7561 Email: hupp.millan@epa.gov
>
> ---
>
> **From:** Troche, Luis
> **Sent:** Thursday, May 24, 2018 6:34 PM
> **To:** Hupp, Millan <hupp.millan@epa.gov>
> **Cc:** Kasman, Mark <Kasman.Mark@epa.gov>
> **Subject:** Renaissance Marriott
>
> Hi Milan. Link to reserve EPA rooms at CEC Session hotel. Renaissance
> **Book your group rate for 25TH Regular Session of the CEC Council**
> **For the 25TH Regular Session of the CEC Council** (The group rate is US$108.42 (including taxes).
>
> Have a great weekend.

Luis

Sent from my iPhone