Message

From: Edwards, Crystal [Edwards.Crystal@epa.gov]
Sent: 9/22/2017 8:26:39 PM
To: Greenwalt, Sarah [greenwalt.sarah@epa.gov]
Subject: RE: Flights for Council Scoping mission Oct 24-27

On another note I called BCD travel and gave them your ITP number for the Geneva, Switzerland trip and your flight has been ticketed and you are good to go!

Crystal N. Edwards
United States Environmental Protection Agency
Office of Water
William Jefferson Clinton East Building
Room 3223B
(202)564-1661

From: Greenwalt, Sarah
Sent: Friday, September 22, 2017 4:24 PM
To: Edwards, Crystal <Edwards.Crystal@epa.gov>
Subject: Re: Flights for Council Scoping mission Oct 24-27

I will be on leave! It's time for a vacation I think :)

Sent from my iPhone

On Sep 22, 2017, at 4:10 PM, Edwards, Crystal <Edwards.Crystal@epa.gov> wrote:

> Sarah,
>
> The remaining days will you be on leave or working?
>
> *Crystal N. Edwards*
> *United States Environmental Protection Agency*
> *Office of Water*
> *William Jefferson Clinton East Building*
> *Room 3223B*
> *(202)564-1661*
>
> ---
>
> **From:** Greenwalt, Sarah
> **Sent:** Friday, September 22, 2017 3:16 PM
> **To:** Edwards, Crystal <Edwards.Crystal@epa.gov>; Troche, Luis <Troche.Luis@epa.gov>
> **Cc:** Dickerson, Aaron <dickerson.aaron@epa.gov>; Hupp, Millan <hupp.millan@epa.gov>
> **Subject:** RE: Flights for Council Scoping mission Oct 24-27
>
> I'll check out on Friday, thanks all!

Sarah A. Greenwalt
Senior Advisor to the Administrator
for Water and Cross-Cutting Issues

U.S. Environmental Protection Agency
Work: 202-564-1722 | Cell: 202-816-1388
Greenwalt.Sarah@epa.gov

From: Edwards, Crystal
Sent: Friday, September 22, 2017 3:03 PM
To: Troche, Luis <Troche.Luis@epa.gov>; Greenwalt, Sarah <greenwalt.sarah@epa.gov>
Cc: Dickerson, Aaron <dickerson.aaron@epa.gov>; Hupp, Millan <hupp.millan@epa.gov>
Subject: RE: Flights for Council Scoping mission Oct 24-27

Great! Thank you! Have a great weekend!

From: Troche, Luis
Sent: Friday, September 22, 2017 3:01 PM
To: Edwards, Crystal <Edwards.Crystal@epa.gov>; Greenwalt, Sarah <greenwalt.sarah@epa.gov>
Cc: Dickerson, Aaron <dickerson.aaron@epa.gov>; Hupp, Millan <hupp.millan@epa.gov>
Subject: RE: Flights for Council Scoping mission Oct 24-27

Hi Crystal, we plan to work through Friday, but I do not know if Sarah would check out Friday or Saturday. Perhaps reserve through Friday, and extend later if Sarah advises otherwise.

Luis Troche
Senior Advisor for North American Affairs
CEC General Standing Committee
Office of Regional and Bilateral Affairs
Office of International and Tribal Affairs
U.S. Environmental Protection Agency
Ph. 202.564.2870 | www.epa.gov/international

From: Edwards, Crystal
Sent: Friday, September 22, 2017 2:09 PM
To: Troche, Luis <Troche.Luis@epa.gov>; Greenwalt, Sarah <greenwalt.sarah@epa.gov>
Cc: Dickerson, Aaron <dickerson.aaron@epa.gov>; Hupp, Millan <hupp.millan@epa.gov>
Subject: RE: Flights for Council Scoping mission Oct 24-27

Check out date?

From: Troche, Luis
Sent: Friday, September 22, 2017 1:17 PM
To: Edwards, Crystal <Edwards.Crystal@epa.gov>; Greenwalt, Sarah <greenwalt.sarah@epa.gov>
Cc: Dickerson, Aaron <dickerson.aaron@epa.gov>; Hupp, Millan <hupp.millan@epa.gov>
Subject: RE: Flights for Council Scoping mission Oct 24-27

Hi Crystal,

The hotel for OKC is the Renaissance Oklahoma City Conv Ctr Hotel

10 N Broadway Ave
Oklahoma City, Oklahoma, 73102 US
405-228-8000

I have a rental car for the four of us.

Best Regards,

Luis Troche

Senior Advisor for North American Affairs
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Office of International and Tribal Affairs
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From: Edwards, Crystal
Sent: Friday, September 22, 2017 1:13 PM
To: Greenwalt, Sarah <greenwalt.sarah@epa.gov>; Troche, Luis <Troche.Luis@epa.gov>
Cc: Dickerson, Aaron <dickerson.aaron@epa.gov>; Hupp, Millan <hupp.millan@epa.gov>
Subject: RE: Flights for Council Scoping mission Oct 24-27

Hi Sarah,

What about return flight? (Date & Time)? I noticed Luis Troche said returns may be diverse due to different schedules.

Crystal N. Edwards
United States Environmental Protection Agency
Office of Water
William Jefferson Clinton East Building
Room 3223B
(202)564-1661

From: Greenwalt, Sarah
Sent: Friday, September 22, 2017 12:12 PM
To: Edwards, Crystal <Edwards.Crystal@epa.gov>; Troche, Luis <Troche.Luis@epa.gov>
Cc: Dickerson, Aaron <dickerson.aaron@epa.gov>; Hupp, Millan <hupp.millan@epa.gov>
Subject: FW: Flights for Council Scoping mission Oct 24-27

Crystal,

Can you help me set up this travel? As you can see below, Luis suggests we call concur directly on this. I would like to be on the same flight as Mark and Luis (highlighted below). My return flight will be for Sunday, November 5th (preference for returning mid-afternoon on Delta, if possible).

I will need a hotel room for the nights of October 24th, 25th, and 26th. **Luis, can you please let Crystal know where you and Mark are staying?**

I believe that Luis and Mark have a car, so I will not need to rent a car. **Luis, can you confirm this?**

Thanks to you both! And Crystal let me know if you have any questions.

Sarah A. Greenwalt
Senior Advisor to the Administrator
for Water and Cross-Cutting Issues

U.S. Environmental Protection Agency
Work: 202-564-1722 | Cell: 202-816-1388
Greenwalt.Sarah@epa.gov

From: Troche, Luis
Sent: Thursday, September 21, 2017 3:42 PM
To: Greenwalt, Sarah <greenwalt.sarah@epa.gov>
Cc: Hupp, Millan <hupp.millan@epa.gov>; Kasman, Mark <Kasman.Mark@epa.gov>
Subject: RE: Flights for Council Scoping mission Oct 24-27

Hi Sarah-

I sorted the flights out. Turns out Concur is incorrect. Delta is a contract carrier on the flight that fits our meeting itinerary better. Mark and I are both now booked on Oct 24 on the Delta 2158 departing DCA at 4:15 PM and getting into OKC at 8:25. I suggest your travel preparer call BCD directly as Concur has been a challenge.

Best Regards,

Luis Troche
Senior Advisor for North American Affairs
CEC General Standing Committee
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Office of International and Tribal Affairs
U.S. Environmental Protection Agency
Ph. 202.564.2870 | www.epa.gov/international

From: Greenwalt, Sarah
Sent: Thursday, September 21, 2017 10:56 AM
To: Troche, Luis <Troche.Luis@epa.gov>
Cc: Hupp, Millan <hupp.millan@epa.gov>; Kasman, Mark <Kasman.Mark@epa.gov>
Subject: RE: Flights for Council Scoping mission Oct 24-27

Wonderful, thanks!

Sarah A. Greenwalt
Senior Advisor to the Administrator
for Water and Cross-Cutting Issues

U.S. Environmental Protection Agency
Work: 202-564-1722 | Cell: 202-816-1388
Greenwalt.Sarah@epa.gov

From: Troche, Luis
Sent: Thursday, September 21, 2017 8:32 AM
To: Greenwalt, Sarah <greenwalt.sarah@epa.gov>
Cc: Hupp, Millan <hupp.millan@epa.gov>; Kasman, Mark <Kasman.Mark@epa.gov>
Subject: Re: Flights for Council Scoping mission Oct 24-27

Hi Sarah

I appreciate that and i do recommend we head out earlier if possible. Late flights risk delays and cancellations due to weather. And it would be good to be able to get dinner :-) when we arrive.

I'll look into the earlier flight option.

Best.

Luis Troche
Senior Advisor for North American Affairs
CEC General Standing Committee
Office of Regional and Bilateral Affairs
Office of International and Tribal Affairs
Troche.Luis@EPA.gov
202-564-2870

Sent from my iPhone

On Sep 20, 2017, at 5:49 PM, Greenwalt, Sarah <greenwalt.sarah@epa.gov> wrote:

> Luis,
>
> Thank you for sending! I do prefer the earlier flight. It gives us a little more time to have dinner upon arrival. Things in Oklahoma City tend to shut down a little earlier than in D.C. (i.e., 10pm) ☺
>
> If it's not the contract flight does that mean we would have to pay the difference?
>
> **Sarah A. Greenwalt**
> Senior Advisor to the Administrator
> for Water and Cross-Cutting Issues
>
> U.S. Environmental Protection Agency
> Work: 202-564-1722 | Cell: 202-816-1388
> Greenwalt.Sarah@epa.gov
>
> **From:** Troche, Luis
> **Sent:** Wednesday, September 20, 2017 4:36 PM
> **To:** Greenwalt, Sarah <greenwalt.sarah@epa.gov>; Hupp, Millan <hupp.millan@epa.gov>
> **Cc:** Kasman, Mark <Kasman.Mark@epa.gov>
> **Subject:** Flights for Council Scoping mission Oct 24-27
>
> Hi Sarah,

I'm working on our list of potential venues and visits and a notional itinerary based on our conversation. In the meantime, I wanted to share with you possible flights to head out on Tuesday the 24th. AA is the contract city-pair. Delta has a flight that fits our schedule but it is not on the city pair contracts.

I think these flights present good options:

1. Oct 24 American DCA – OKC 04:35 PM - 09:08 PM
(If there are any delays or cancellations, we can fall back on the last flight --DCA - OKC 05:40 PM - 10:08p)

2. Oct 24 Delta DCA - OKC 4:15PM-8:25 PM (this flight gets us in a bit earlier)

Please let us know your preference.

I am not floating return flights as we all may be returning on different schedules.

Best Regards,

Luis Troche

Senior Advisor for North American Affairs
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Office of International and Tribal Affairs
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From: Troche, Luis
Sent: Tuesday, September 19, 2017 5:10 PM
To: Kasman, Mark <Kasman.Mark@epa.gov>
Subject: flights for Council Scoping mission

Mark—