Message

From: Finman, Hodayah [Finman.Hodayah@epa.gov]
Sent: 9/18/2017 9:45:28 PM
To: Besch, Brianna [besch.brianna@epa.gov]
CC: Dieu, Martin [Dieu.Martin@epa.gov]
Subject: RE: September 26

Let's review and see if some of the participants are 'more important' than others and focus on tracking those bios down.

From: Besch, Brianna
Sent: Monday, September 18, 2017 5:33 PM
To: Finman, Hodayah <Finman.Hodayah@epa.gov>
Cc: Dieu, Martin <Dieu.Martin@epa.gov>
Subject: RE: September 26

Hi Hodayah and Martin,

I managed to find most people's titles (there are three missing, highlighted in yellow). Most participants bios were not easily available online and it seemed like a lot to include all 22 in any case so I picked out a few for some key participants. Let me know if you would like me to keep working on bios or if there are other next steps I can help with.

Brianna Besch
Office of Global Affairs and Policy
U.S. Environmental Protection Agency
+1-202-564-4146
besch.brianna@epa.gov

From: Finman, Hodayah
Sent: Monday, September 18, 2017 3:32 PM
To: Besch, Brianna <besch.brianna@epa.gov>
Cc: Dieu, Martin <Dieu.Martin@epa.gov>
Subject: FW: September 26

Brianna- can you google these people and see if we can get titles and bios for them. You can also reach out to Valerie if we can't find. Please update the most recent version of the event memo with the confirmed participants and titles.

From: Sinden, Valerie [mailto:VSinden@USChamber.com]
Sent: Monday, September 18, 2017 3:30 PM
To: Finman, Hodayah <Finman.Hodayah@epa.gov>; Litman, Gary <GLitman@USChamber.com>; Dieu, Martin <Dieu.Martin@epa.gov>
Cc: Besch, Brianna <besch.brianna@epa.gov>; Morris, Carolyn <CMorris@USChamber.com>
Subject: RE: September 26

Hi Hodayah and Martin,

Thanks for the updates. RSVP list below. I will send an updated list later this week – understand the need to have this by Friday! We'll make sure another update comes through once we secure a few more confirmations.

I've also copied Carolyn Morris on this message for your reference. She and I will be closely coordinated on logistics, etc. so please feel free to keep me copied as we finalize the security protocols.

Many thanks again for your time today.

Best,
Valerie

SealedAir	Jerome	Peribere
NuScale Power	John	Hopkins
Anthesis	Jim	Fava
Anthesis	Josh	Henry
Amazon	Andrea	Fava
Arcadis	Jim	Hill
Brambles	Don	Shandy
Brambles	Mike	Mullin
Coca Cola	Ben	Jordan
DHL	Roger	Libby
Dow Chemical Company	Dennis	Deziel
Dow Chemical Company	Lisa	Schroeter
DuPont	Maureen	McGeehan
EcoLab	Nancy	Levenson
Exxon Mobile	Robert	Nolan
Herman Miller	Gabe	Wing
International Copper Association	Zolaikha	Strong
Kering	Michael	Beutler
Nike	Hannah	Jones
Stanley Black & Decker	Daniel	Fitzgerald
UPS	James (Jim)	Bruce
Whirlpool	Ronald	Voglewede

From: Finman, Hodayah [mailto:Finman.Hodayah@epa.gov]
Sent: Monday, September 18, 2017 2:12 PM
To: Sinden, Valerie; Litman, Gary; Dieu, Martin
Cc: Besch, Brianna
Subject: RE: September 26

Hi Gary and Valerie,

Here are the revised questions. Please feel free to edit as needed. I am looping in Brianna to help with the participants bios for the Administrator's briefing materials. I will be out on Thurs/Fri for Rosh Hashana.

Roundtable Questions to Facilitate Discussion on GHGs:

1- We know that resource efficiency actions have many benefits – less use of water and energy, reduced GHGs, saving money. With the private sector in the forefront of taking action, we'd like to hear from you on:
   a. some of your most successful efforts that resulted in GHG reductions
   b. the business case for taking action on GHG- have they made you more competitive, reduced operating costs etc?
2- What can the US government do in international fora, including the G7 and G20, to help you take action to reduce GHGs and improve resource efficiency?

Time Permitting:

3- Looking ahead, how are new business models and data analytics changing the way companies manage natural resources? Is the drive to bring manufacturing back to the US changing the way companies look at their resource efficiency?

From: Sinden, Valerie [mailto:VSinden@USChamber.com]
Sent: Tuesday, September 12, 2017 11:23 AM
To: Litman, Gary <GLitman@USChamber.com>; Dieu, Martin <Dieu.Martin@epa.gov>
Cc: Finman, Hodayah <Finman.Hodayah@epa.gov>
Subject: RE: September 26

Hodayah and Martin,

Thanks for your call yesterday. Following up on a few of the items we discussed –

1. We are working on finalizing the list of **internal Chamber attendees**. So far, we have the following confirmed:
   a. Tom Donohue, CEO – will greet Administrator Pruitt at the door
   b. Rob Schroder, SVP International Affairs
   c. Gary Litman, VP Global Initiatives – will introduce Administrator Pruitt and moderate the discussion
2. I will send through the **company info** later this week with confirmed attendees and folks we are still waiting on.

3. **Rooms / entering the building**
   a. Administrator Pruitt will enter through the 1615 H Street entrance (main entrance).
   b. Tom Donohue will greet the Administrator and escort him to the Library (when you walk in the building, the library is to the right)
   c. Administrator Pruitt will enter Rust Briefing Center when Gary introduces him. The Library and Rust are connected. He will be able to move into Rust via a short hallway.
   d. When Administrator Pruitt leaves, he will exit the main Rust Briefing Center doors which are directly in front of the main exit doors to H street.

4. **Parking**
   a. His car can remain stopped in front of the building as long as the driver is still there. I've alerted our building security team that there will be a car stopped in front of the building for an hour.
   b. The Chamber itself does not have parking, but there are several lots around if preferred.

5. **Discussion questions** – we will put our heads together on this. As I mentioned, Gary is travelling today, but once I touch base with him we can find a time late this week/early next to all chat by phone.

6. **Updated Agenda** – can you review this and make sure I encapsulated everything you mentioned on the phone? I'll transfer this to a formal agenda following any additional input from your side.

   - 3:00 p.m. -3:05 p.m. Tom Donohue, President and CEO, Greets Administrator Pruitt in US Chamber Lobby
   - 3:05-3:07 Gary Litman to introduce Administrator Prutt
   - 3:07-3:15 Opening of Meeting by Administrator Pruitt
   - 3:15-3:40 Q&A interactive discussion
   - 3:40-3:50 Wrap up by Gary Litman (with opportunity for Admin Pruitt to jump in for comment)

I think (I hope!) I got everything we discussed. Let me know if I've missed anything.

Best,
Valerie

From: Litman, Gary
Sent: Monday, September 11, 2017 3:02 PM
To: Dieu, Martin
Cc: Finman, Hodayah; Sinden, Valerie
Subject: Re: September 26

Thank you. Not sure what I did wrong.

Gary V. Litman
U.S. Chamber of Commerce

On Sep 11, 2017, at 2:46 PM, Dieu, Martin <Dieu.Martin@epa.gov> wrote:

> Sorry you weren't able to get through by phone, Gary.
>
> We were able to talk through the list of questions with Valerie, and have a clear way forward on remaining logistics – particularly list of participate names, and bios.
>
> Hope to get your thoughts on draft moderator questions – Hodayah is following up.
>
> All the best,
>
> **Martin Dieu**
> *Chief of Staff, Office of International & Tribal Affairs*
> *United States Environmental Protection Agency*
> *mobile: 202-834-8550*
> *office: 202-564-6442*
>
> ---
>
> **From:** Litman, Gary [mailto:GLitman@USChamber.com]
> **Sent:** Monday, September 11, 2017 2:16 PM
> **To:** Finman, Hodayah <Finman.Hodayah@epa.gov>
> **Cc:** Dieu, Martin <Dieu.Martin@epa.gov>; Sinden, Valerie <VSinden@USChamber.com>
> **Subject:** RE: September 26
>
> I am not able to connect. the code is not recognized.
>
> ---
>
> **From:** Finman, Hodayah [Finman.Hodayah@epa.gov]
> **Sent:** Monday, September 11, 2017 2:09 PM
> **To:** Litman, Gary
> **Cc:** Dieu, Martin; Sinden, Valerie
> **Subject:** Re: September 26
>
> Call in info below
>
> On Sep 8, 2017, at 1:21 PM, Finman, Hodayah <Finman.Hodayah@epa.gov> wrote:
>
> > Sure. The call in number is Ex. 6 Personal Privacy (PP), conference number Ex. 6 Personal Privacy (PP), participant code Ex. 6 Personal Privacy (PP). Talk to you and Valerie on Monday at 2 pm.
> >
> > Have a great weekend too.

From: Litman, Gary [mailto:GLitman@USChamber.com]
Sent: Friday, September 08, 2017 1:18 PM
To: Finman, Hodayah <Finman.Hodayah@epa.gov>
Cc: Dieu, Martin <Dieu.Martin@epa.gov>; Sinden, Valerie <VSinden@USChamber.com>
Subject: RE: September 26

Hodayah,

Great. Thank you for reaching out early in the planning process. Monday at 2 is good. I am copying Valerie Sinden who is much more competent on the logistics than I. Please send both of us the number to dial-in. I will be flying to Europe later that day.

Have a nice weekend.

Gary V. Litman
Vice President, Global Initiatives
U.S. Chamber of Commerce
http://www.uschamber.com/international/

From: Finman, Hodayah [mailto:Finman.Hodayah@epa.gov]
Sent: Friday, September 08, 2017 12:41 PM
To: Litman, Gary
Cc: Dieu, Martin
Subject: RE: September 26

Hi Gary, wanted to see if you might have some about 20 minutes on Monday or Tuesday to run through event logistics. Martin and I have time at 2 pm on Monday or at 1 pm on Tuesday. Hope all is well.

Best, Hodayah

From: Litman, Gary [mailto:GLitman@USChamber.com]
Sent: Thursday, September 07, 2017 12:29 PM
To: Nishida, Jane <Nishida.Jane@epa.gov>
Cc: Finman, Hodayah <Finman.Hodayah@epa.gov>; Dieu, Martin <Dieu.Martin@epa.gov>; Sinden, Valerie <VSinden@USChamber.com>
Subject: RE: September 26

Great. You can certainly confirm that GHG will be front and center in our discussions.

Gary V. Litman
Vice President, Global Initiatives
U.S. Chamber of Commerce
http://www.uschamber.com/international/

From: Nishida, Jane [mailto:Nishida.Jane@epa.gov]
Sent: Thursday, September 07, 2017 12:21 PM
To: Litman, Gary

Cc: Finman, Hodayah; Dieu, Martin; Sinden, Valerie
Subject: RE: September 26

Gary,

This approach seems reasonable. However we will need to indicate in our briefing materials to the Administrator that the meeting will also include a discussion of voluntary private sector GHG initiatives.

Let me confirm with the Administrator's Office that it is okay to mention the Administrator's participation in the meeting – I will get to back to you on this.

Thanks again,

Jane

From: Litman, Gary [mailto:GLitman@USChamber.com]
Sent: Thursday, September 07, 2017 12:09 PM
To: Nishida, Jane <Nishida.Jane@epa.gov>
Cc: Finman, Hodayah <Finman.Hodayah@epa.gov>; Dieu, Martin <Dieu.Martin@epa.gov>; Sinden, Valerie <VSinden@USChamber.com>
Subject: September 26

Jane,

We could definitely encourage participants to talk about GHG and allocate time for it. However, I am reluctant to put in explicitly on the circulated agenda yet. Once we can confirm the Administrator's participation, we will call all the participants and include the request in the meeting pre-brief to those who are definitely attending.

You are correct that we do not envisage any speeches. The discussion format would suit the purpose much better.
We will of course provide the title of all the participants. Assuming we can let companies know that the Administrator is likely to join us, we would expect a more senior corporate representation. Is that something we can comfortably indicate to the invitees yet?

We are very much looking forward to this opportunity to work together.

Best,

Gary V. Litman
Vice President, Global Initiatives
U.S. Chamber of Commerce
http://www.uschamber.com/international/

From: Nishida, Jane [mailto:Nishida.Jane@epa.gov]
Sent: Thursday, September 07, 2017 12:00 PM
To: Litman, Gary
Cc: Finman, Hodayah; Dieu, Martin
Subject: RE: Getting together

Gary,

Thanks for getting back to me with the initial responses on the Chamber meeting with the Administrator. As I mentioned in our meeting on August 25, the Administrator would like to hear about voluntary private sector initiatives to reduce GHG, could this be incorporated into the agenda? In addition, you indicated that this would be an informal discussion and no speech was expected, is this still correct?
If you can identify any names/titles of confirmed VIP's that would be helpful as we will be providing the Administrator's Office a meeting update soon.

I have asked Hodayah Finman and Martin Dieu in my office to help with the meeting logistics and briefing materials, so I am copying them on this email. Please feel free to contact me, Hodayah or Martin as we move closer to this exciting meeting on September 26.

Thanks,

Jane

From: Litman, Gary [mailto:GLitman@USChamber.com]
Sent: Thursday, September 07, 2017 9:41 AM
To: Nishida, Jane <Nishida.Jane@epa.gov>
Subject: RE: Getting together

Dear Jane –
Below are our initial responses. We still have a great deal of flexibility to respond to your needs. Please guide us on how to make this more effective. Our goal is to come out of this meeting with a diverse standing group of companies ready to respond to EPA's queries and to steer our own organization on international resources issues.

- **Event Title – Inaugural Global Resource Efficiency Task Force Meeting**

- **Run of show/agenda – To be confirmed/updated, but general agenda below.**
  3:00 p.m. Tom Donohue, President and CEO, Greets Administrator Pruitt in US Chamber Lobby
  3:05-3:15 Opening Remarks, Administrator Pruitt
  3:15-4:00 Q&A, interactive discussion moderated by Gary Litman
  4:00 Administrator leaves
  4:00-5:30 Corporate Discussion, moderated by Jim Fava, Anthesis Group
  5:30-6:00 Reception
  6:00-7:00 Working Dinner

- **Notable guests (VIP's) attending – We have corporate RSVPs from AECOM, Arcadis, Amazon, Coca Cola, DHL, EcoLab, Exxon, Ford, GE, Nike, Kering, UPS, Stanley Black & Decker, Nuscale Power, Citi. We have several invitations pending, and expect this list to grow to about 20-25 companies. Corporate attendees are from a variety of levels. We would welcome your suggestions.**

- **Individual Greeting Administrator – Tom Donohue, CEO, US Chamber of Commerce**

- **Individual introducing Administrator – Gary Litman, Vice President, Global Initiatives**

- **Open/closed press – Closed Press**

- **Event location/address – US Chamber of Commerce, 1615 H Street NW, Washington DC; Rust Briefing Center**

- **Suggested entrance/exit to venue – main entrance on 1615 H Street to enter and exit**

- **Day of event contact – Carolyn Morris,** Ex. 6 Personal Privacy (PP)

- **Security contact- Anna Burress,** Ex. 6 Personal Privacy (PP)

Best,

Gary V. Litman
Vice President, Global Initiatives
U.S. Chamber of Commerce
http://www.uschamber.com/international/

From: Nishida, Jane [mailto:Nishida.Jane@epa.gov]
Sent: Tuesday, September 05, 2017 4:13 PM
To: Litman, Gary
Subject: RE: Getting together

Gary,

Good news, the Administrator's Office is holding 3pm on September 26th for the Chamber meeting. They are requesting additional information on the meeting such as :

- Event Title
- Run of show/agenda
- Notable guests (VIP's) attending
- Individual introducing Administrator
- Open/closed press
- Event location/address
- Suggested entrance/exit to venue
- Day of event contact
- Security contact

Thanks,

Jane

From: Litman, Gary [mailto:GLitman@USChamber.com]
Sent: Tuesday, September 05, 2017 9:32 AM
To: Nishida, Jane <Nishida.Jane@epa.gov>
Subject: Re: Getting together

I would suggest the administrator comes to open our meeting and stays for 45 min or so. Alternatively, he can come at the end, around 5pm.

Gary V. Litman
U.S. Chamber of Commerce

On Sep 5, 2017, at 9:23 AM, Nishida, Jane <Nishida.Jane@epa.gov> wrote:

> I will check about 3pm. How long do you think the meeting will be?
>
> ---
>
> **From:** Litman, Gary [mailto:GLitman@USChamber.com]
> **Sent:** Tuesday, September 05, 2017 9:05 AM
> **To:** Nishida, Jane <Nishida.Jane@epa.gov>
> **Subject:** Re: Getting together
>
> Jane,
> I think the afternoon would work. Would 3 pm be good? We have some flexibility on the front end of the meeting.
>
> Gary V. Litman
> U.S. Chamber of Commerce
>
> On Sep 5, 2017, at 8:11 AM, Nishida, Jane <Nishida.Jane@epa.gov> wrote:
>
>> Gary,
>>
>> The Administrator's Office says his schedule on September 26 is pretty full, but they could try to make some time in the afternoon for the Chamber meeting. Will that work for you?
>>
>> Jane
>>
>> ---
>>
>> **From:** Litman, Gary [mailto:GLitman@USChamber.com]
>> **Sent:** Monday, August 28, 2017 11:50 AM
>> **To:** Nishida, Jane <Nishida.Jane@epa.gov>
>> **Subject:** RE: Getting together
>>
>> Jane,
>>
>> Hope your flight wasn't too bad. Our initial list of invitees is below. The level of participants will vary and may include some CEOs. Obviously, the Chamber's brass will be included if the Administrator is interested. Our goal is to have a manageable group that allows for a conversation. I am also attaching an internal issue brief that we are drawing on in our discussions with companies.
>>
>> Company
>> 1. 3M
>> 2. AECOM

3. Amazon
4. Arcadis
5. Arconic
6. ARUP
7. Brambles/CHEP
8. Caterpillar
9. CitiGroup
10. Coca Cola
11. DHL
12. Dow
13. EcoLab
14. Exxon Mobile
15. Fluor
16. Ford
17. GE
18. Honeywell
19. Kering
20. Johnson&Johnson
21. Mars
22. NuScale LLC
23. Nike
24. Pepsi
25. SealedAir
26. Stanley Black & Decker
27. UPS

Best,

Gary V. Litman
Vice President, Global Initiatives
U.S. Chamber of Commerce
http://www.uschamber.com/international/

From: Nishida, Jane [mailto:Nishida.Jane@epa.gov]
Sent: Monday, August 28, 2017 10:40 AM
To: Litman, Gary
Subject: RE: Getting together

Gary,

It was nice to get together with you on Friday. It was a productive conversation on a number of issues.

I am following up on your suggestion that Administrator Pruitt participate in the meeting that the Chamber is organizing with private sector executives on September 26 in DC. I have discussed this with the Administrator's Office and they would like to know if you have a list of potential invitees to this meeting.

Thanks,

Jane

From: Litman, Gary [mailto:GLitman@USChamber.com]
Sent: Monday, August 21, 2017 4:40 PM
To: Nishida, Jane <Nishida.Jane@epa.gov>
Subject: Getting together

Dear Jane,

On the way back from Bologna, we talked about catching up by the end of the summer. Now that we have survived the great eclipse, let me know if you have time for a cup of coffee before the travels resume.

Best regards,

Gary V. Litman
Vice President, Global Initiatives
U.S. Chamber of Commerce
http://www.uschamber.com/international/