Message

From: Matten, Sharlene [Matten.Sharlene@epa.gov]
Sent: 4/8/2020 9:30:39 PM
To: Hughes, Hayley [hughes.hayley@epa.gov]; Wood, Donald [Wood.Donald@epa.gov]; Knott, Steven [Knott.Steven@epa.gov]
CC: Wong, Diana [Wong.Diana-M@epa.gov]
Subject: This is the plan: Language for Eventbrite Site - April SACC
Attachments: EventBrite_Test_Asbestos_20200408.docx

Importance: High

For those in the know – is this information enough to get approval from the IO/Comms folks? Don and Martin have a plan as you'll see from Vince's notes below. I will likely join in the AM but just in case a response is needed for the AA folks before the AM - see attached and the note below.

Sharlene R. Matten, Ph.D.
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U.S. Environmental Protection Agency
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From: Brown, Vincent J <brownv@battelle.org>
Sent: Wednesday, April 8, 2020 4:25 PM
To: Matten, Sharlene <Matten.Sharlene@epa.gov>
Cc: Wood, Donald <Wood.Donald@epa.gov>; Martin Alvarado-Cortes <alvarado@battelle.org>; thomasa@battelle.org
Subject: Language for Eventbrite Site - April SACC

Dear Sharlene:

Martin has built the EventBrite site and in discussion with Don he and Don will meet Thursday to finalize the settings. Attached FYI are screen captures of the site, using Don's language from earlier today, in case you want to show the Communications team where the site stands.

The first page of attachment shows the top and bottom portion of the "Details." The second page shows the Registration or Ticketing page, for the choices between "Public Comment" and "Listen-Only."

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From: Wood, Donald <Wood.Donald@epa.gov>
Sent: Wednesday, April 08, 2020 3:04 PM
To: Alvarado, Martin <alvarado@battelle.org>; Matten, Sharlene <Matten.Sharlene@epa.gov>
Cc: Brown, Vincent J <brownv@battelle.org>
Subject: RE: Language for Eventbrite Site - April SACC

Tomorrow is good

From: Alvarado, Martin <alvarado@battelle.org>
Sent: Wednesday, April 8, 2020 2:56 PM
To: Wood, Donald <Wood.Donald@epa.gov>; Matten, Sharlene <Matten.Sharlene@epa.gov>
Cc: Vincent Brown <brownv@battelle.org>
Subject: RE: Language for Eventbrite Site - April SACC

Hi all,

Thanks, Don. I will update the Eventbrite to reflect this language. I think it'd be a good idea for you to review the settings at some point before we publish the event through shared screens. Let me know your thoughts and I'll schedule a short meeting to do this either today or tomorrow, whatever your preference is.

Best,
Martin

Martin Alvarado
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alvarado@battelle.org

From: Wood, Donald <Wood.Donald@epa.gov>
Sent: Wednesday, April 08, 2020 2:52 PM
To: Matten, Sharlene <Matten.Sharlene@epa.gov>
Cc: Alvarado, Martin <alvarado@battelle.org>; Brown, Vincent J <brownv@battelle.org>
Subject: Language for Eventbrite Site - April SACC

Message received from outside the Battelle network. Carefully examine it before you open any links or attachments.

Main Page

Ex. 5 Deliberative Process (DP)

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Please keep this unpublished until we get final OK.

Thank you,

Donald Wood
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TSCA DCO / FIFRA DSO
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Office of Chemical Safety and Pollution Prevention
US Environmental Protection Agency
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