Office of Water Meeting Request Form

Date Received in OW: _____

OFFICE OF WATER MEETING REQUEST FORM

FOR: **David Ross** _____X_____ **Lee Forsgren** ___X_____ **Benita Best-Wong** _____

Anna Wildeman_____ **Owen McDonough**_____

Subject: Clean Water Act 404(g) Rulemaking

Meeting Requested By: Mindy Eisenberg_____ **Date:** _8/1/2018____

Office Director Approval: John Goodin_____ **Date:** _____

Date Staff will be ready for this meeting by: ____August 24, 2018_____

Latest date meeting can happen by: _____August 31, 2018_____

Time Needed for meeting: **20 Minutes** _____ **45 Minutes** _____ **1 Hour** _x___ **Other** _____

Purpose of the meeting:

AA decision expected?
Yes _x__ **No** ___

Provide AA with information?
Yes _x__ **No** ___

What specifically is to be decided or presented? Why is a meeting needed?
OW has initiated a rulemaking process to clarify the requirements for states and tribes to assume the Clean Water Act Section 404 permitting program. The AA's direction is needed on 1) priority issues for the 404(g) rulemaking as identified in the analytic blueprint, and 2) the approach and timing for Federal and tribal consultation, planned for this fall. We will also discuss the July 30 Department of the Army memo on assumable waters and its impact on state assumption.

Who will attend the meeting?
Mandatory Attendees (Give Full Names as listed in Outlook and Identify Office):

John Goodin, OWOW
Sandra Connors, OWOW
Mindy Eisenberg, OWOW
Brian Frazer, OWOW
Kathy Hurld, OWOW
Ruth Chemerys, OWOW
Dolores Wessonm, OWOW
Simma Kupchan, OGC
Ann Campbell, OW
Joe Adamson, OP

Optional Attendees (Give Full Names as listed in Outlook and Identify Office – please copy your own office's Special Assistant):

Brittany Bennett, OWOW
Chris Laabs, OWOW
Patrick Huber, OWOW

AA/DAA Conference Technology - Please check all that apply:

- **Presentation** (e.g., PowerPoint or video file(s) uploaded to computer) __x___
- **Conference Call Line** __x___
- **VTC** _____ *[**VTC location(s)** (i.e., Region and room number) and a **VTC contact person(s)** must be provided to the OW-IO Schedulers no later than **24 hours in advance** of the meeting. If known at the time the meeting request form is submitted, please provide this information below.]*

Conference line to use for phone-in attendees:
Please use Dave Ross' conference line for the meeting.

_____

(NOTE: If your meeting will require a conference call line, please request that a conference call number be added to your meeting request form. It is recommended that you request that the OW IO scheduler use the conference call number for the appropriate OW manager being briefed. If the program office chooses to use different conference call number for the meeting, the meeting POC will be responsible for opening the conference line with the appropriate PIN number.)

Person Providing Agenda for the Meeting:

Name: ___Kathy Hurld __(Alternate: Ruth Chemerys)____**Phone:** _202-566-1269_____
(Ruth: 566-1216)

Person Providing Briefing Material (if any) for the Meeting:

Name: __Kathy Hurld __(Alternate: Ruth Chemerys)_____**Phone:** _202-566-1269_____

All meeting materials are due in BOTH hard copy and electronic copy no later than 3:00 p.m. the day before the meeting, unless the meeting is scheduled too late to allow this. Please provide one hard copy per OW principal attending.

- **Your office's scheduler or SA will email all electronic copies to Crystal Penman and Ann Campbell (for David Ross) or Crystal Edwards and Ann Campbell (for Benita Best-Wong).**

- **Deliver hard copies to**:
    - **Crystal Penman**: (3219 WJC East) **for David Ross, Lee Forsgren, Owen McDonough, Anna Wildeman**
    - **Crystal Edwards**: (3223 WJC for) for **Benita Best-Wong**