Office of Water Meeting Request Form

Date Received in OW: _____

OFFICE OF WATER MEETING REQUEST FORM

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

Anna Wildeman_____ Owen McDonough_____

Subject: Clean Water Act 404(g) Rulemaking State Meeting

Meeting Requested By: Mindy Eisenberg_____ **Date:** _12/12/18____

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

Date Staff will be ready for this meeting by: _____

Latest date meeting can happen by: _____

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

Purpose of the meeting:

AA decision expected?
Yes ___ No _x__

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. OWOW will present a summary of early input from states and tribes, based on two webinars for tribes in November and an in-person meeting with states on December 6. As requested by the AA, we will also present preliminary plans for conducting the economic analysis for the rulemaking. Note that states and tribes may submit written input to EPA until January 11, 2019, and we will provide a summary of that input at a later date.

Who will attend the meeting?

Mandatory Attendees (Give Full Names as listed in Outlook and Identify Office):

Dave Ross (OW)	Ross.David@epa.gov
John Goodin (OWOW)	Goodin.John@epa.gov
Brian Frazer (OWOW)	Frazer.Brian@epa.gov
Mindy Eisenberg (OWOW)	Eisenberg.Mindy@epa.gov
Michael McDavit (OWOW)	McDavit.Michael@epa.gov
Kathy Hurld (OWOW)	Hurld.Kathy@epa.gov
Ruth Chemerys (OWOW)	Chemerys.Ruth@epa.gov
Dolores Wesson (OWOW)	Wesson.Dolores@epa.gov
Lauren Kasparek (OWOW)	Kasparek.Lauren@epa.gov
Julie Hewitt (OST)	Hewitt.Julie@epa.gov
Ghulam Ali (OST)	Ali.Ghulam@epa.gov

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

Brittany Bennett (OWOW)	Bennett.Brittany@epa.gov
Chris Laabs (OWOW)	Laabs.Chris@epa.gov
Nicholas Warren (OWOW)	Warren.Nicholas@epa.gov

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**