Message

From: Frey, Rebecca [frey.rebecca@epa.gov]
Sent: 1/14/2014 4:10:26 PM
To: Tanaka, Joan [Tanaka.Joan@epa.gov]
CC: Berkoff, Michael [berkoff.michael@epa.gov]; Krause, Patricia [krause.patricia@epa.gov]; Mcseveney, Megan [mcseveney.megan@epa.gov]; Bouchee-Cureton, Yolanda [bouchee.yolanda@epa.gov]; Saric, James [saric.james@epa.gov]
Subject: FW: Allied Paper FS rollout next steps

FYI – based on conversations yesterday between Megan & Jeff Kelly and Megan & me, and Megan's message below, here's my understanding of the FS rollout for Allied Paper:

Mon 1/13 - The FS fact sheet got printed

Tues 1/14 – Hard copies of the FS fact sheet are getting mailed out to the site mailing list
- Copies of the FS are being overnighted to the site repository and to major stakeholders (for afternoon delivery Wed)

Wed 1/15 morning - The FS fact sheet and the FS Report will be provided to the congressionals
afternoon – The FS fact sheet and the FS Report will be posted on the website
afternoon – Electronic copies of the FS fact sheet will be emailed to the site mailing list (for those email addresses that we have)

Some of this timeline is based on the concern that we should provide courtesy copies to the congressionals in advance of the rest of the world.

(Clarification to Megan's message below: we're not planning to send copies of the FS Report to all the residents)

-Becky

From: Mcseveney, Megan
Sent: Tuesday, January 14, 2014 5:54 AM
To: Krause, Patricia
Cc: Bouchee-Cureton, Yolanda; Frey, Rebecca; Berkoff, Michael
Subject: Allied Paper FS rollout next steps

Hey Patti,

I started working on a desk statement from the factsheet that was approved. Basically, we can cut down the first page and use that for our draft.

At the same time Jeff Kelly has mentioned that we should write a website update for Allied that would be similar/ the same as the draft statement. Since I know you will be in training most of today - I can work on that draft too.

Before training could you send me the word document and not the PDF of the factsheet?

Timing wise, I understand that the mailing will go out today. Ideally, I will work with Denise/Ronna on getting

the factsheet and FS to the congressionals tomorrow morning. This assumes that we will have desk statement approved through superfund management today and sent to OPA for the RA's review. Michael brought me a copy of the cd yesterday to share with the webteam so that they can prepare the actual fs to be posted to the website along with the factsheet and a web update on Wednesday afternoon. Since you are in training, I plan to walk that upstairs to the web team today.

I heard from Michael and Becky that you (the team) have discussed sending out the actual FS to residents after the initial mailing of the factsheet. Is that still the case and do you have an idea of when that mailing will be?

Thanks so much! Give me a call (6-1972) if you have any questions or would like me to change anything.

Megan