From: Armitage, Thomas
To: adr79@cornell.edu
Cc: Goodman, Iris
Subject: Scheduling the next public teleconference of the SAB Connectivity Panel
Date: Friday, January 17, 2014 5:49:00 PM

Hi Amanda,

I would like to request information on your dates and times of availability for the next public teleconference of the SAB Connectivity Panel. I suggest that we schedule two four-hour public teleconferences, preferably two days in a row, to discuss the Panel's draft report. I think we will probably need: one hour to hear public comments, one hour of discussion for each of the five charge questions, and two hours to discuss the executive summary and letter to the Administrator. We could get this done in two four-hour calls, and if we don't need that much time we could end the calls early. Please let me know if you agree.

Our current schedule calls for the lead writers to send us their responses to the charge questions by the end of January. If we can keep on schedule, Iris and I could send you the complete draft report for review by the Week of March 3. After you send us any necessary changes we would send the draft report to the Panel the Week of March 10. We could then plan to hold the teleconferences to discuss the report around the week of April 7.

If you agree with the schedule, please let me know the days times you could be available for the four-hour teleconferences during the following four weeks:

Monday, April 7
Tuesday, April 8
Wednesday, April 9
Thursday, April 10
Friday, April 11

Monday, April 14
Tuesday, April 15
Wednesday, April 16
Thursday, April 17
Friday, April 18

Monday, April 21
Tuesday, April 22
Wednesday, April 23
Thursday, April 24
Friday, April 25

Monday, April 28
Tuesday, April 29
Wednesday, April 30

Thursday, May 1
Friday, May 2

Thanks, Tom
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