regarding an appropriate stand-in.

Participating components/offices will be asked to provide threat mitigation or other operational actions relevant to the material briefed. The goal is to provide the Secretary and other departmental leadership with a common understanding of intelligence on matters affecting the Department and the operational activities or needs in response to such intelligence.

To prepare for the daily briefings, I&A and SBS staff will circulate to your staffs at roughly 1230 proposed intelligence products for the following day's Secretary's Daily Brief (SDB). I&A will lead a meeting/SVTC at 1600 to finalize the contents of the briefing and to identify any requests for information or areas of likely discussion at the Secretary's briefing. Every morning at 0730, the Under Secretary for Intelligence and Analysis or his designee will receive the morning briefing from SBS in a meeting/SVTC with component representatives. At that meeting, he will select topics for discussion at the Secretary's intelligence/operations briefing and provide notice to components of his expectations for the briefing. (Not all intelligence products in the book will be raised for discussion with the Secretary.)

The morning briefing with S1 will be held at the TS/SCI level but will not include restricted compartments. Operationally sensitive information may be briefed at the end of the regular meeting with the attendance reduced to those with appropriate compartments and/or need-to-know. Due outs at the briefing will be recorded by SBS and distributed for response by SBS/OPS for inclusion in future briefings or as otherwise appropriate. Components will have the ability to nominate intelligence products for consideration for inclusion in the SDB or to discuss operational matters appropriate for the morning briefing.
June 19, 2018
Tuesday

7:30 AM - 8:30 AM
Phone Calls & PDB Reading

7:45 AM - 8:00 AM
S1 / AS2 Check-in Call -- S1 from limo / COS will initiate the call
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [Contact Information]

Requester:
S1

DHS Staff Lead:
COS / DCOS

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf

Call Number:
Chad will initiate the call and conference in S1 and AS2 via their cells.

Notes:
Regular check-in call between S1 and AS2.

Briefing Materials:
No
June 19, 2018 Continued
Tuesday

DHS Intel & Ops Briefing -- NAC Building 5 SCIF
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact.

Attendees:
1. Secretary
2. Acting Deputy Secretary
3. Chad Wolf
4. Evelyn Lim
5. Miles Taylor
6. Kate Nichols
7. Brandon Wales
8. Tracy Short
9. Ryan Scudder
10. Kristen Marquardt
11. Chip Fulghum, MGMT
12. Dave Glawe, I&A
13. Brian Murphy, I&A
14. John Mitnick, OGC
15. Rich Chavez, OPS
16. James McCament, Policy
17. Elizabeth Neumann, Policy
18. Jonathan Hoffman, OPA
19. RDML Jones, MIL
20. Christine Ciccone, OLA
22. [via SVTC] Kevin McAleenan, CBP
23. [via SVTC] Admiral Schultz, USCG
24. [via SVTC] Tom Homan, ICE
25. [via SVTC] David Pekoske, TSA
26. [via SVTC] Chris Krebs, NPPD
27. [via SVTC] Brock Long, FEMA
28. SBS Briefer
29. SBS Director
30. PDB Briefer
31. FBI Briefer
32. JSOC Liaison
33. [via SVTC] Daniel Renaud, USCIS

Notes:
In deference to your time and that of your principals, components and offices with equities that are regularly affected by matters included in the daily intel/ops morning briefing will be asked to have the component/office head, deputy, or chief of operations (or equivalent) available every day; other components and offices will be asked to join on a case-by-case basis at the discretion of the Front Office. In the Secretary’s absence, the Deputy Secretary will chair the briefing.

In the event that one of the top three officials is unavailable, the Front
Office asks that the component/office notify them in advance regarding an appropriate stand-in.

Participating components/offices will be asked to provide threat mitigation or other operational actions relevant to the material briefed. The goal is to provide the Secretary and other departmental leadership with a common understanding of intelligence on matters affecting the Department and the operational activities or needs in response to such intelligence.

Preparedting components/offices will be asked to provide threat mitigation regarding an appropriate stand-in.

June 19, 2018 Continued

Tuesday

DO NOT FORWARD OR COPY THIS INVITATION

Secretary’s Staff Meeting -- NAC 5107 Conference Room / Dial-in:
Access Code (6)

DO NOT FORWARD OR COPY THIS INVITATION

Secretary’s Staff Meeting -- NAC 5107 Conference Room / Dial-in:
Access Code (6)

The morning briefing, 9:00 AM - 9:30 AM
Office asks that the component/office notify them in advance regarding an appropriate stand-in.

Participating components/offices will be asked to provide threat mitigation or other operational actions relevant to the material briefed. The goal is to provide the Secretary and other departmental leadership with a common understanding of intelligence on matters affecting the Department and the operational activities or needs in response to such intelligence.

To prepare for the daily briefings, IA & SBS staff will circulate to your staff at roughly 1230 proposed intelligence products for the following day’s Secretary’s Daily Brief (SDB). The Under Secretary for Intelligence and Analysis will select topics for discussion at the Secretary’s briefing and provide notice to components of his expectations for the briefing. (Not all intelligence products in the book will be raised for discussion with the Secretary.)

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To prepare for the daily briefings, IA & SBS staff will circulate to your...
June 19, 2018 Continued

Attendees:

Evelyn Lim (via phone)
Kate Nichols
Brandon Wales
Tracy Short
Ryan Scudder
Kristen Marquardt
Chip Fulghum, MGMT
John Hill, OPE
Jonathan Hoffman, OPA
Christine Ciccone, OLA
Michael Dougherty on behalf of James Mccament, Policy
Patrick Kearney
John Mitnick, OGC
Michael Dougherty on behalf of James Mccament, Policy
Patrick Kearney
Michael Dougherty on behalf of James Mccament, Policy
Chip Fulghum, MGMT
Kristen Marquardt
Ryan Scudder
Tracy Short
Brandon Wales
Kate Nichols
Evelyn Lim (via phone)

Access Code:
Dial-in: [5]
Call Number:

Secretary

If there are any questions, please contact [6]

DO NOT FORWARD OR COPY THIS INVITATION

9:30 AM - 10:15 AM

Operational Components VTC (Unclassified) -- NAC 5107 Conference Room

If there are any questions, please contact [6]

Secretary

Attendees:

Evelyn Lim (via phone)
Kate Nichols
Brandon Wales
Tracy Short
Ryan Scudder
Kristen Marquardt
Chip Fulghum, MGMT
John Hill, OPE
Jonathan Hoffman, OPA
Christine Ciccone, OLA
Michael Dougherty on behalf of James Mccament, Policy
Patrick Kearney
Michael Dougherty on behalf of James Mccament, Policy
Patrick Kearney
Michael Dougherty on behalf of James Mccament, Policy

Access Code:
Dial-in: [5]
Call Number:

Secretary

If there are any questions, please contact [6]

DO NOT FORWARD OR COPY THIS INVITATION

9:30 AM - 10:15 AM

Operational Components VTC (Unclassified) -- NAC 5107 Conference Room

If there are any questions, please contact [6]
John Milkik, OGC
Bill Bryan, STG
Michael Dougherty on behalf of James Mccament, Policy
Dave Glawe, IGA
Christine Ciccone, OLA
Jonathan Homan, OPA
Matt Tavris on behalf of Chris Krebs, NPPD
Tracy Renaud on behalf of Frances Cissna, USCS
Patty Cogswell on behalf of David Perchase, TSA
Eric Heighberger on behalf of Brock Long, FEMA
Kevin McAleenan, CBP
ADM Schultz, USCG
Pete Edge on behalf of Tom Homan, ICE
Randolph Allex, USSS
Rich Chavez, OPS
Chip Fluhrum, MGMT
Kristen Margaridt
Ryan Scudder
Tracy Short
Brandon Wales
Kate Nichols
Miles Taylor
Evelyn Lim
Chad Wolf
Acting Deputy Secretary
June 19, 2018 Continued
Tuesday

Jim McDonnell, CWMD
Patrick Kearney
Christina Bobb, ESEC
John Hill, OPE

Notes:
This VTC is for the Principal, Deputy OR the third most senior person in the department / component. No surrogates. DHS VVS will be the POC for VTC connections. If someone happens to be at the NAC, they are welcome to attend in person. This VTC is unclassified.

10:15 AM - 11:30 AM 
Phone Calls & Folders -- NAC Secretary’s Office

11:30 AM - 11:45 AM  
Phone Call TO President Hernandez, Honduras -- NAC Secretary’s Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
S1

Front Office Lead:
Ryan & Tracy

Staff SME:
David Cloe
June 19, 2018 Continued

11:45 AM - 12:15 PM

Attendees:
Secretary Chad Wolf
Secretary Miles Taylor
Treasurer Kevin McAleenan

Call Number:
 ambassadors Tabora will connect

Meeting Location:
NAC Secretary's Office

Attendees:
Kevin McAleenan
Treasurer Chad Wolf
Front Office Lead:

Scheduling Contact:

Notes:
Phone call to President Hernandez, Honduras

Taking Points:

Breifing Materials:

Requester:

If there are any questions, please contact:

SME:
Tracy Short
Ryan Scudder
Miles Taylor
Chad Wolf
Secretary

Via Policy

Schedule Contact:

Call Number:
Chad Wolf
Secretary
Attendees:

DO NOT FORWARD OR COPY THIS INV

DHS-001-00912-00204011/12/2020

DHS-001-00912-00204011/12/2020
June 19, 2018 Continued

Tuesday

Kevin McALeenan (via phone: [b][6])
Jonathan Hoffman

Objective:
Prep meeting in advance of S1's meeting with Brandon Judd

Briefing Materials:
Briefing memo

12:15 PM - 12:45 PM   FY 2020-2024 Program and Budget Review -- NAC 5107 Conference Room
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [b][6]

Requester:
AS2

Front Office Lead:
Kate Nichols

DHS SME:
Chip Fulghum

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Evelyn Lim
Kate Nichols
Chip Fulghum
Objective:
Discuss key OHS programmatic issues and gain direction from S1 on her
priorities of what should or should not be included in the OHS OMB
Justification. OHS PA&E from OCFO will provide an overview of the
Resource Allocation Plans submitted by Components and highlight key
issues that will need S1's guidance.

Briefing Materials:
Briefing memo

Requester:
Congresswoman Yoder

Front Office Lead:
Christine Ciccone

SME:
Allen Blume

Marianna Du Bosq

Bridgette Garchek

Michael Stough

Stacy Marcott

If there are any questions, please contact

DO NOT FORWARD OR COPY THIS INVITATION

June 19, 2018 Continued
Tuesday

DHS Protocol Lead:
TBD

Attendees:
Secretary
Chad Wolf
Allen Blume

External attendees:
Congressman Kevin Yoder
______Legislative Director
______professional staff member, Homeland Subcommittee

External Scheduling / Protocol Contact:

Congressman Kevin Yoder (R-KS)
2433 Rayburn HOB, Washington, DC 20515
Phone:______

Notes:
Chairman Yoder requested a courtesy lunch meeting during his call with S1 on May 25th.

Briefing Materials:
June 20, 2018

Wednesday

7:30 AM - 8:30 AM  
Phone Calls & PDB Reading

8:30 AM - 8:50 AM  
DHS Intel & Ops Briefing -- NAC Building 5 SCIF

DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [name]

Attendees:
1. Secretary
2. Acting Deputy Secretary
3. Chad Wolf
4. Evelyn Lim
5. Miles Taylor
6. Kate Nichols
7. Brandon Wales
8. Tracy Short
9. Ryan Scudder
10. Kristen Marquardt
11. Chip Fulghum, MGMT
12. Dave Glawe, I&A
13. [5] I&A
14. Brian Murphy, I&A
15. John Mitnick, OGC
16. Rich Chavez, OPS
17. James McCament, Policy
18. Elizabeth Neumann, Policy
19. Jonathan Hoffman, OPA
20. RDML Jones, MIL
21. Christine Ciccone, OLA
22. James McDonnell, CWMD (in person)
23. [via SVTC] Kevin McAleenan, CBP
24. [via SVTC] Admiral Schultz, USCG
25. [via SVTC] Tom Homan, ICE
26. [via SVTC] David Pekoske, TSA
27. [via SVTC] Chris Krebs, NPPD
28. [via SVTC] Brock Long, FEMA
29. SBS Briefer
30. SBS Director
31. PDB Briefer
32. FBI Briefer
33. JSOC Liaison

Notes:
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Staff Lead:
Patrick Kearney
June 20, 2018 Continued

Attendees:

Secretary
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Evelyn Lim
Kate Nichols
Brandon Wales
Tracy Short
Ryan Scudder
Kristen Marquardt
Patrick Kearney
Kevin McAleenan, CBP
Eric Heighberger on behalf of Brock Long, FEMA
Tom Homan, ICE
Patty Cogswell on behalf of Dave Pekoske, TSA
Tracy Renaud on behalf of Francis Cissna, USCIS
VADM Ray on behalf of ADM Schultz, USCG
Randolph Alles, USSS
Matt Travis on behalf of Chris Krebs, NPPD
Christine Ciccone, OLA
Jonathan Hoffman, OPA
John Mitnick, OGC
David Glawe, I&A
Chip Fulghum, MGMT
June 20, 2018 Continued

Wednesday

Stacy Marcott, OCFO
Bill Bryan, S&T
James McCament, Policy
John Hill, OPE
Tom Walters, FLETC (via VTC)
Richard Chavez, OPS
James McDonnell, CWMD
Cameron Quinn, CRCL
Sam Kaplan, Privacy
Stacy Shore on behalf of Julie Kirchner, CIS OMB
RDML Jones, Military Advisor
Christina Bobb, Executive Secretary
DAS Andrew Kuepper, Policy
Acting Principal Director Kirk Johnson, Policy

Notes:
Senior Leaders Council meeting. Please see attached agenda and supporting materials.

Briefing materials:
Agenda, TPs
Wednesday

June 20, 2018 Continued

Travel to White House

DO NOT FORWARD OR COPY THIS INVITATION

Meeting with First Lady Ana Garcia de Hernandez, Honduras -- NAC Building 1, Room 01-045 (smaller)

10:45 AM - 11:15 AM

Travel to White House

10:30 AM - 11:00 AM

If there are any questions, please contact:

Requester:

1

Front Office Lead:

Tracy Ryan

Staff SME:

David Cloe

OHS Protocol Lead:

Secretary Chad Wolf / Miles Taylor

Secretary

OHS Attendees:

DHS Protocol Lead:

David Cloe

SME:

Tracy Ryan

DHS Protocol Lead:

Front Office Lead:

Tracy Ryan

SME:

David Cloe

If there are any questions, please contact:

1

Requester:

Front Office Lead:

Tracy Ryan

Staff SME:

David Cloe

OHS Protocol Lead:

Secretary Chad Wolf / Miles Taylor

Secretary

OHS Attendees:

DHS Protocol Lead:

David Cloe

SME:

Tracy Ryan

DHS Protocol Lead:

Front Office Lead:

Tracy Ryan

SME:

David Cloe

If there are any questions, please contact:

1

Requester:

Front Office Lead:

Tracy Ryan

Staff SME:

David Cloe

OHS Protocol Lead:

Secretary Chad Wolf / Miles Taylor

Secretary

OHS Attendees:
June 20, 2018 Continued
Wednesday

12:00 PM - 12:30 PM
Lunch

12:30 PM - 12:50 PM
Travel to ICE HQ

1:00 PM - 2:00 PM
Remarks: Tom Homan Farewell Ceremony -- ICE HQ, 500 12th St SW

DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [6]

Requester:
Tom Blank

Front Office Lead:
Evelyn

DHS SME:
Tom Blank

DHS Advance Lead:
Carolyn

Attendees:
Secretary
Chad Wolf
Additional attendees invited separately

Location:
ICE HQ
Julie Myers Conference Center
500 12th St SW

Objective:
The Farewell Ceremony for Tom Homan will be on June 20th at ICE Headquarters. A draft “tick tock” is attached with a slot for S1 to speak. Of course we can modify to accommodate her schedule if she chooses to come. In addition, there will be a Happy Hour at Champs on Pentagon City from 5 pm to 8 pm.

Tick-Tock:
12:55pm Arrive ICE HQ - Julie Myers Conference Center
   - Greeted by Acting Director Thomas Holman
1:00pm Ceremony begins
1:05pm Colors presented
1:08pm National anthem
1:10pm Special staff
1:16pm HSI remarks
1:18pm ERO remarks
1:20pm Management & Administration remarks
1:22pm Office of Principal Legal Advisor remarks
1:24pm Office of Professional Responsibility remarks
1:26pm Deputy Director Peter Edge delivers remarks and presentation of
DHS-001-00912-00204911/12/2020
June 20, 2018 Continued

Wednesday

Recognition of Service Shadow Box
1:28pm Deputy Director Peter Edge introduces THE SECRETARY
1:30pm THE SECRETARY delivers Remarks and presents Medal to Acting Director Holman
1:35pm Acting Director Holman delivers remarks
1:40pm Conclude participation in Event
1:45pm Depart ICE HQ

Briefing Materials:
Remarks, event memo

<<
Homan Farewell - Sequence of Events v3.docx
(30.9KB)
>>

2:15 PM - 2:30 PM
Travel to U.S. Capitol

2:30 PM - 3:15 PM
Member Immigration Meeting -- U.S. Capitol Building, HVC-201
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
House Leadership

Front Office Lead:
COS

Staff SME:
Christine Ciccone

DHS Advance Lead:
Will
June 20, 2018 Continued

Wednesday

Attendees:
Secretary
Chad Wolf
Christine Ciccone
Jonathan Hoffman

Location:
Capitol Building
HVC-201

External Scheduling / Advance Contact:

Notes:
Meeting with House members re: immigration bills

Invitees:
Abraham (LA)
Allen (GA)
Arrington (TX)
Bergman (MI)
Bilirakis (FL)
Comer (KY)
Duncan, J (SC)
Estes (KS)
Fleischmann (TN)
Foxx (NC)
Gallagher (WI)
Garrett (VA)
Griffith (VA)
Grothman (WI)
Hice (GA)
Johnson, M (LA)
Jenkins, E (WV)
Hunter (CA)
Hudson (NC)
Hollingsworth (IN)
Hice (CA)
Grothman (WI)
Griffith (VA)
Garrett (VA)
Gallegger (WI)
Foxx (NC)
Fleischmann (TN)
June 20, 2018 Continued

Ratcliffe (TX)
Rice (SC)
Roby (AL)
Rokita (IN)
Rooney, T (FL)
Rouzer (NC)
Schweikert (AZ)
Sessions (TX)
Smith, J (MO)
Taylor (VA)
Tipton (CO)
Weber (TX)
Westerman (AR)
Williams (TX)
Wittman (VA)
Yoho (FL)

Meeting with Ambassador Claudia Ivette Canjura de Centeno, El Salvador -- RRB Small Conference Room
(4.4A)

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [name]

Requester:

S1
Front Office Lead:
Tracy & Ryan

Staff SME:
David Cloe

DHS Protocol Lead:

DHS Attendees:
Secretary
Chad Wolf
Kevin McAleenan, CBP
on behalf of Tom Homan, ICE
James McCament, Policy
David Cloe, Policy

External Attendees:
Claudia Canjura, Ambassador of El Salvador to the US
Werner Romero, Deputy Chief of Mission, Embassy of El Salvador
Oscar Toledo, Minister Counselor, Embassy of El Salvador
Sandra Cáceres, Minister Counselor, Embassy of El Salvador
Erick Larios, Minister Counselor, Photographer (Not sitting at the table), Embassy of El Salvador
June 20, 2018 Continued

External Scheduling / Protocol Contact:

Andra Cáceres

Objective:

Meeting with Ambassador Claudia Ivette Canjura de Centeno, El Salvador regarding immigration and the situation on the border

Briefing Materials:

Briefing memo

Meeting with Brandon Judd -- RRB Secretary’s Office

If there are any questions, please contact

Requester:
S1

Front Office Lead:
COS

Staff SME:
N/A

Attendees:
Secretary
Chad Wolf
Kevin McAleenan, CBP

Scheduling Contact:

Objective:

Meeting with Brandon Judd

Briefing Materials:

TBD
June 20, 2018 Continued

Wednesday

5:40 PM - 5:50 PM

Phone Call TO Senator Heitkamp, ND -- RRB Secretary's Office

DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
S1

Front Office Lead:
Tracy / Ryan

Staff SME:
David Wonnenberg

Attendees:
Secretary
Chad Wolf
Christine Ciccone

Call Number:

Scheduling Contact:

Scheduling Director and Executive Assistant Senator Heidi Heitkamp

Direct:

S16 Hart Senate Office Building

Notes:
Call with Senator Heitkamp re: Immigration and family separation issues.

Briefing Materials:
OLA memo

6:30 PM - 7:15 PM

EO Conference Call -- RRB Secretary's Conference Room / Dial-in:

DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
S1

Front Office Lead:
June 20, 2018 Continued

Wednesday

Miles Taylor

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Evelyn Lim
Kate Nichols
Tracy Short
Ryan Scudder
Kevin McAleenan + 2
Matt Albence + 2
Francis Cissna + 1
John Mitnick + 1
James McCament + 1
Chip Fulghum
Eric Jones
Christine Ciccone
Christina Bobb

Call Number:
Dial-in
Access Code:
Notes:

We will reconvene again this evening. In the meantime, please assess the Executive Order text (pasted again below) with the goal of *preliminarily* answering key questions for your organizations and DHS, such as:

(b)(5)

Briefing Materials:

No
June 21, 2018
Thursday

Private Appointment

7:30 AM - 9:15 AM

8:30 AM - 8:50 AM

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact (510) 523-..._l____

Attendees:
1. Secretary
2. Acting Deputy Secretary
3. Chad Wolf
4. Evelyn Lim
5. Miles Taylor
6. Kate Nichols
7. Brandon Wales
8. Tracy Short
9. Paul McCloskey
10. Ryan Scudder
11. Kristen Marquardt
12. Scott Erickson
13. Chip Fulghum, MGMT
14. Dave Glawe, I&A
15. [b](6) [b](6) [b](6) [b](6) [b](6) [b](6) I&A
16. Brian Murphy, I&A
17. John Mitnick, OGC
18. Rich Chavez, OPS
19. James McCament, Policy
20. Elizabeth Neumann, Policy
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**NOTES**

35. JSOC Liaison
34. FBI Briefer
33. PDB Briefer
32. SBS Director
31. SBS Briefer
30. [via SVTC] Brock Long, FEMA
29. [via SVTC] Chris Krebs, NPPD
28. [via SVTC] David Pekoske, TSA
27. [via SVTC] Tom Homan, ICE
26. [via SVTC] Admiral Schultz, USCG
25. [via SVTC] Kevin McAleenan, CBP
24. [via SVTC] James McDonnell, CWMD
23. Christine Ciccone, OLA
22. RDM Jones, MIL
June 21, 2018 Continued
Thursday

Participating components/offices will be asked to provide threat mitigation or other operational actions relevant to the material briefed. The goal is to provide the Secretary and other departmental leadership with a common understanding of intelligence on matters affecting the Department and the operational activities or needs in response to such intelligence.

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9:15 AM - 9:30 AM
Travel to U.S. Capitol

9:45 AM - 10:30 AM
Remarks: Chairman McCaul National Security Forum -- U.S. Capitol Visitor's Center, Auditorium
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [Redacted]

Requester:
Chairman Mike McCaul

DHS Staff Lead:
Uyen Dinh
June 21, 2018 Continued
Thursday

DHS Advance Lead:
Will

Attendees:
Secretary
Miles Taylor
Uyen Dinh

Location:
U.S. Capitol Visitor’s Center
Auditorium

Scheduling / Advance Contact:

Attire:
Business

Notes:
Capitol Hill National Security Forum

This event will feature panel discussions and one-on-one conversations with bipartisan Members of Congress, as well as security leaders in and out of government. S1 will join Chairman McCaul for a one-on-one conversation on the International Dimensions of Security the Homeland.

Information:
- Attendees will be invitation-only and should include Members of Congress, staffers, think tanks, NGOs, and other Federal departments
- Public will be permitted to register at the reception to attend Forum
- Event will take place in the Capitol Visitors Center’s auditorium
- US Capitol Police will be present within the auditorium
- S1 will be the keynote fireside chat for Chairman McCaul’s National Security Forum
- S1 will be sitting on stage during her fireside chat, in an Oprah-style interview setup
- Lavalier mics will be used
- Prior to the program, S1 will meet with Chairman McCaul to allow for a short welcome and to be mic’d
- S1 will wait in off-stage announce during Chairman McCaul’s opening remarks
- Open press for Hill credentialed reporters with a C-SPAN livestream

Tick-Tock:
9:30am: Arrive Capitol Hill
9:35am: Arrive CVC auditorium anteroom to greet Chairman McCaul, get mic’d
9:45am: National Security Forum begins, Chairman McCaul gives opening
Remarks:
9:48 am: Chairman McCaul introduces S1
9:50 am: S1 begins keynote fireside chat with Chairman McCaul
10:30 am: Keynote fireside chat with S1 ends

Briefing Materials:
Remarks, event memo, agenda

Ethics:
Yes, this appears to be an official invitation from a member in his Congressional capacity. There are no gift or other ethics issues associated with her meeting with Congressional members. I would recommend you socialize this with OLA in addition of OPA.

Travel to WH

Phone Call TO President Morales, Guatemala -- RRB Secretary's Office.
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [Hypertext Reference]

Requester:
S1

Front Office Lead:
Tracy & Ryan

Staff SME:
David Cloe

Attendees:
Secretary
Chad Wolf / Miles Taylor

Call Number:
[Phone Number] (staffer Con Guisela Roldan will facilitate)

Scheduling Contact:
Lionel Valentin Maza Luna
Beatriz Sanchez
Read ahead

<<
POTUS Cabinet Meeting Agenda 06 21 2018.docx (20.4KB)
>>

12:30 PM - 12:40 PM
Travel to RRB

12:45 PM - 1:15 PM
Lunch

2:00 PM - 3:30 PM
Remarks: Department of Education School Safety Meeting -- EEOB, Indian Treaty Room
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact ________________________

Requester:
Cabinet Affairs

Front Office Lead:
Brandon

Staff SME:
Bob Kolasky

Attendees:
Acting Deputy Secretary
Miles Taylor
Brandon Wales
Objective:

Department of Education School Safety Meeting, hosted at EEOB.

Briefing Materials:

Briefing memo, talking points, agenda

Attachment 1, FCSS Meeting Agenda, final.docx (21.5KB)
Attachment 2 Speakers’ Testimony.pdf (1.7MB)
Background Memo FCSS Meeting_final 6.18.18.docx (66.7KB)

Front office lead:
Tracy / Ryan

DHS SME:
James McCament

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Evelyn Lim
Kate Nichols
Tracy Short
Ryan Scudder
Kevin McAleenan + 2
Matt Albence + 2
Francis Cissna
Tracy Renaud
Dimple Shah on behalf of John Mitnick
Nader Baroukh
James McCament
Mike Dougherty
Chip Fulghum
June 21, 2018 Continued

Thursday

Eric Jones (via phone)
Christine Ciccone
Jonathan Hoffman
Jeff Byard (via phone)
Matt Payne

Call Number:
Dial-in: [6](6)
Access Code: [6](6)

Notes:
Meeting to review EO implementation.

Briefing Memo:
Briefing Memo, Copy of EO, and Draft Implementation Memo

2:45 PM - 5:00 PM
Office Time

4:15 PM - 4:25 PM
Phone Call TO Sen. Collins -- RRB Secretary's Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
S1

Attendees:
Secretary
Chad Wolf

Call Number:
[6](6) (scheduler [6](6))

Scheduling Contact:
[6](6)
Director of Scheduling
Office of Senator Susan Collins

(b)(6) (direct)

Notes:

Phone call to Sen. Collins re: immigration / family separation

Briefing materials:

No

5:00 PM - 5:30 PM

Meeting with Minister of Foreign Affairs Sandra Jovel, Guatemala -- RRB Small Conference Room (4.4A)

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact (b)(6)

Requester:

S1

Front Office Lead:
Ryan / Tracy

Staff SME:
David Cloe

DHS Protocol Lead:
TBD

DHS Attendees:
Secretary
Chad Wolf / Miles Taylor
Kevin McAleenan, CBP
James McCament, Policy
David Cloe, Policy
Matt Albence on behalf of Tom Homan, ICE

External Attendees:
Sandra Jovel, Foreign Minister
Pablo Garcia, Vice Foreign Minister
Maza, Lionel, Deputy Chief of Mission / Chargé d'affaires for the Embassy of Guatemala
Marta Larra, Communications Director for the Foreign Minister
Beatriz Sanchez, First Secretary & Counselor for the Embassy of Guatemala
June 22, 2018
Friday

7:30 AM - 8:30 AM
Phone Calls & PDB Reading

8:30 AM - 8:50 AM
DHS Intel & Ops Briefing -- NAC Building 5 SCIF
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Attendees:
1. Secretary
2. Acting Deputy Secretary
3. Chad Wolf
4. Evelyn Lim
5. Miles Taylor
6. Kate Nichols
7. Brandon Wales
8. Tracy Short
9. Ryan Scudder
10. Kristen Marquardt
11. Chip Fulghum, MGMT
12. Dave Glawe, I&A
13. [via SVTC] Andre Watson on behalf of James McDonnell, CWMD
14. Brian Murphy, I&A
15. John Mitnick, OGC
16. Rich Chavez, OPS
17. James McCament, Policy
18. Elizabeth Neumann, Policy
19. Jonathan Hoffman, OPA
20. RDML Jones, MIL
21. Christine Ciccone, OLA
22. [via SVTC] Kevin McAleenan, CBP
23. [via SVTC] Admiral Schultz, USCG
24. [via SVTC] Tom Homan, ICE
25. [via SVTC] David Pekoske, TSA
26. [via SVTC] Chris Krebs, NPPD
27. [via SVTC] Brock Long, FEMA
28. SBS Briefer
29. SBS Director
30. PDB Briefer
31. FBI Briefer
32. JSOC Liaison

Notes:
In deference to your time and that of your principals, components and offices with equities that are regularly affected by matters included in the daily intel/ops morning briefing will be asked to have the component/office head, deputy, or chief of operations (or equivalent) available every day; other components and offices will be asked to join on a case-by-case basis at the discretion of the Front Office. In the Secretary’s absence, the Deputy Secretary will chair the briefing.
DHS SME:
OPA

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Evelyn Lim
Miles Taylor
Additional attendees

Objective:
DHS employee town hall – employees are invited to join in person or watch the video recording following the event
June 25, 2018
Monday

7:30 AM - 8:30 AM
Phone Calls & PDB Reading

8:30 AM - 8:50 AM
DHS Intel & Ops Briefing -- NAC Building 5 SCIF / S1 from RRB, 7th Floor SCIF (Room 7.3C)

DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Attendees:
1. Secretary
2. Acting Deputy Secretary
3. Chad Wolf
4. Evelyn Lim
5. Miles Taylor
6. Kate Nichols
7. Brandon Wales
8. Matt Payne
9. [redacted]
10. Tracy Short
11. Ryan Scudder
12. Kristen Marquardt
13. Scott Erickson
14. Chip Fulghum, MGMT
15. Dave Glawe, I&A
16. [redacted]
17. Brian Murphy, I&A
18. John Mitnick, OGC
19. Rich Chavez, OPS
20. James McCament, Policy
22. RDML Jones, MIL
23. Christine Ciccone, OLA
24. [via SVTC] James McDonnell, CWMD
25. [via SVTC] Kevin McAlleenan, CBP
26. [via SVTC] Admiral Schultz, USCG
27. [via SVTC] Tom Homan, ICE
28. [via SVTC] David Pekoske, TSA
29. [via SVTC] Chris Krebs, NPPD
30. SBS Briefer
31. SBS Director
32. PDB Briefer
33. FBI Briefer
34. JSOC Liaison

Notes:
In deference to your time and that of your principals, components and offices with equities that are regularly affected by matters included in the daily intel/ops morning briefing will be asked to have the component/office head, deputy, or chief of operations (or equivalent) available every day; other components and offices will be asked to join on a case-by-case basis at the discretion of the Front Office. In the
Secretary’s absence, the Deputy Secretary will chair the briefing.

**In the event that one of the top three officials is unavailable, the Front Office asks that the component/office notify them in advance regarding an appropriate stand-in.**

Participating components/offices will be asked to provide threat mitigation or other operational actions relevant to the material briefed. The goal is to provide the Secretary and other departmental leadership with a common understanding of intelligence on matters affecting the Department and the operational activities or needs in response to such intelligence.

To prepare for the daily briefings, I&A and SBS staff will circulate to your staffs at roughly 1230 proposed intelligence products for the following day’s Secretary’s Daily Brief (SDB). I&A will lead a meeting/SVTC at 1600 to finalize the contents of the briefing and to identify any requests for information or areas of likely discussion at the Secretary’s briefing. Every morning at 0730, the Under Secretary for Intelligence and Analysis or his designee will receive the morning briefing from SBS in a meeting/SVTC with component representatives. At that meeting, he will select topics for discussion at the Secretary’s intelligence/operations briefing and provide notice to components of his expectations for the briefing. (Not all intelligence products in the book will be raised for discussion with the Secretary.)

The morning briefing with S1 will be held at the TS/SCI level but will not include restricted compartments. Operationally sensitive information may be briefed at the end of the regular meeting with the attendance reduced to those with appropriate compartments and/or need-to-know. Due outs at the briefing will be recorded by SBS and distributed for response by SBS/OPS for inclusion in future briefings or as otherwise appropriate. Components will have the ability to nominate intelligence products for consideration for inclusion in the SDB or to discuss operational matters appropriate for the morning briefing.

---

**Secretary's Staff Meeting -- RRB Secretary’s Conference Room / Dial-in [b](6) / Access Code:**

**DO NOT FORWARD OR COPY THIS INVITATION**

No surrogates will be accepted for this meeting. If there are any questions, please contact [b][5]

**Attendees:**

- Secretary
- Acting Deputy Secretary
- Chad Wolf
- Miles Taylor
- Evelyn Lim
- Kate Nichols
- Brandon Wales
June 25, 2018 Continued

Monday

9:45 AM - 10:30 AM

Tracy Short
Ryan Scudder
Kristen Marquardt
Chip Fulghum, MGMT
John Hill, OPE
Jonathan Hoffman, OPA
Christine Ciccone, OLA
John Mitnick, OGC
Elizabeth Neumann on behalf of James Mccament, Policy
Patrick Kearney
Elizabeth Neumann on behalf of James Mccament, Policy
John Mitnick, OGC
Christine Ciccone, OLA
Jonathan Hoffman, OPA
John Hill, OPE
Chip Fulghum, MGMT
Kristen Marquardt
Ryan Scudder
Tracy Short

DO NOT FORWARD OR COPY THIS INVITATION

Prep: Immigration PC -- RRB Secretary's Office

Access Code:

If there are any questions, please contact

Call Number:

Prep: Immigration PC -- RRB Secretary's Office

Access Code:

Dial-in:

DO NOT FORWARD OR COPY THIS INVITATION
June 25, 2018 Continued
Monday

Jonathan Hoffman
Christine Ciccone
John Mitnick

Call Number:
Dial-in
Access Code:

Objective:
Prep for the Immigration PC

Briefing Materials:
No

10:30 AM - 10:45 AM
Phone Call TO Secretary Pompeo (classified) -- RRB Secretary's Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
S1

Front Office Lead:
N/A

DHS SME:
N/A
June 25, 2018 Continued
Monday

Briefing Materials:
No

3:15 PM - 3:30 PM
Phone Call TO Condi Rice -- RRB Secretary's Office
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact (6)(6)

Requester:
S1

Front Office Lead:
Miles

DHS SME:
N/A

Attendees:
Secretary
Chad Wolf

Call Number:
(staff will connect)

Scheduling Contact:
Stanford University, Hoover Institution

DHS-001-00912-00207411/12/2020
June 25, 2018 Continued
Monday

Notes:

Phone call with Sec. Rice re: international cooperation in Latin American to address illegal migration.

FYI – 3:15pm Eastern / 12:15pm Pacific

Briefing Materials:

No

3:30 PM - 4:00 PM

Personnel Security Update -- RRB Secretary's Conference Room (Room 4.3D) / Dial-in Access Code

DO NOT FORWARD OR COPY THIS INV

If there are any questions, please contact

Requester:

S1

Front Office Lead:

Miles Taylor

DHS SME:

N/A

Attendees:

Secretary
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Evelyn Lim
Chip Fulghum, MGMT
Rich McComb, MGMT
Matt Travis on behalf of Chris Krebs, NPPD
Brian Murphy, I&A
Matt Albence, ICE (via phone)
Rich Chavez, OPS (via phone)

Conference Line:

Dial-in

Access
Objective:
To provide S1 with an updated regarding personnel security

Briefing Materials:
No
June 26, 2018
Tuesday

7:30 AM - 8:30 AM
Phone Calls & PDB Reading

7:45 AM - 8:00 AM
S1 / AS2 Check-in Call -- S1 from limo / COS will initiate the call

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [redacted]

Requester:
S1

DHS Staff Lead:
COS / DCOS

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf

Call Number:
Chad will initiate the call and conference in S1 and AS2 via their cells.

Notes:
Regular check-in call between S1 and AS2.

Briefing Materials:
No
June 26, 2018 Continued
Tuesday
8:30 AM - 8:50 AM

DHS Intel & Ops Briefing -- NAC Building 5 SCIF / S1 from RRB, 7th Floor SCIF (Room 7.3C)
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Attendees:

1. Secretary
2. Acting Deputy Secretary
3. Chad Wolf
4. Evelyn Lim
5. Miles Taylor
6. Kate Nichols
7. Brandon Wales
8. Tracy Short
9. Ryan Scudder
10. Kristen Marquardt
11. Scott Erickson
12. Chip Fulghum, MGMT
13. Dave Glawe, I&A
14. (b)(6)
15. Brian Murphy, I&A
16. John Mitnick, OGC
17. Rich Chavez, OPS
18. James McCament, Policy
19. Elizabeth Neumann, Policy
20. Jonathan Hoffman, OPA
21. RDML Jones, MIL
June 26, 2018 Continued

Tuesday

22. Christine Ciccone, OLA
23. [via SVTC] James McDonnell, CWMD
24. [via SVTC] Kevin McAleenan, CBP
25. [via SVTC] Admiral Schultz, USCG
26. [via SVTC] Tom Homan, ICE
27. [via SVTC] David Pekoske, TSA
28. [via SVTC] Chris Krebs, NPPD
29. [via SVTC] Brock Long, FEMA
30. SBS Briefer
31. SBS Director
32. PDB Briefer
33. FBI Briefer
34. JSOC Liaison

Notes:

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To prepare for the daily briefings, I&A and SBS staff will circulate to your staffs at roughly 1230 proposed intelligence products for the following day’s Secretary’s Daily Brief (SDB). I&A will lead a meeting/SVTC at 1600 to finalize the contents of the briefing and to identify any requests for information or areas of likely discussion at the Secretary’s briefing. Every morning at 0730, the Under Secretary for Intelligence and Analysis or his designee will receive the morning briefing from SBS in a meeting/SVTC with component representatives. At that meeting, he will select topics for discussion at the Secretary’s intelligence/operations briefing and provide notice to components of his expectations for the briefing. (Not all intelligence products in the book will be raised for discussion with the Secretary.)

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9:00 AM - 9:30 AM
Secretary’s Staff Meeting — RRB Secretary’s Conference Room / Dial-in(b)(6)
Access Code:

DO NOT FORWARD OR COPY THIS INVITATION
No surrogates will be accepted for this meeting. If there are any questions, please contact

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Evelyn Lim
Kate Nichols
Brandon Wales
Tracy Short
Ryan Scudder
Kristen Marquardt
Scott Erickson
Chip Fulghum, MGMT (unable to attend)
June 26, 2018 Continued

9:30 AM - 10:15 AM

John Hill, OPE
Jonathan Hoffman, OPA
Christine Ciccone, OLA
John Mitnick, OGC
Elizabeth Neumann on behalf of James Mccament, Policy
Patrick Kearney, MGMT
Rich Chavez, Ops
Chip Fulgham, MGMT

Kristen Marguental
Ryan Suddles
Trey Short
Brandon Wales
Kare Nichols
Miles Taylor
Evelyn Lim
Chad Wolf

Acting Deputy Secretary
Secretary
Attendees:

DO NOT FORWARD OR COPY THIS INVITATION

Conference Room (Room 4.4A)
Operational Components VT (undisclosed) -- NAC 5107 Conference Room / 51 from RBG Large

Access:
Dial-in:
Call Number:

Rhonda Bobb, ESEC
Patrick Kearney
Elizabeth Neumann on behalf of James Mccament, Policy
John Mitnick, OGC
Christine Ciccone, OLA
Jonathan Hoffman, OPA
John Hill, OPE
June 26, 2018 Continued

Tuesday

Tom Homan, ICE
ADM Ray on behalf of ADM Schultz, USCG
Ron Vitiello on behalf of Kevin McAleenan, CBP
Dan Kaniewski on behalf of Brock Long, FEMA
David Pekoske, TSA
Tracy Renaud on behalf of Francis Cissna, USCIS
Chris Krebs, NPPD
Jonathan Hoffman, OPA
Christine Ciccone, OLA
Dave Glawe, I&A
Elizabeth Neumann on behalf of James McCament, Policy
Kathryn Coulter on behalf of Bill Bryan, S&T
Dimple Shah on behalf of John Mitnick, OGC
Jim McDonnell, CWMD
Patrick Kearney
Christina Bobb, ESEC
John Hill, OPE

Notes:

This VTC is for the Principal, Deputy OR the third most senior person in the department / component. No surrogates. DHS VVS will be the POC for VTC connections. If someone happens to be at the NAC, they are welcome to attend in person. This VTC is unclassified.

10:30 AM - 10:40 AM
Phone Call TO Rep. Meadows -- RRB Secretary's Office
DO NOT FORWARD OR COPY THIS INVITATION
June 26, 2018

If there are any questions, please contact...
Call Number:
Senator’s staff will call (cell phone)

Scheduling Contact:
Scheduler and Executive Assistant
U.S. Senator Claire McCaskill

Notes:
Call with Senator McCaskill re: Immigration and family separation issues.

Briefing Materials:
OLA memo

12:45 PM - 1:00 PM
Travel to ICE HQ

1:00 PM - 1:45 PM
Remarks: ICE Town Hall -- ICE HQ, 500 12th St SW
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
S1

Front Office Lead:
Evelyn Lim

DHS SME:
Lisa Perdue

DHS Advance Lead:
Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Evelyn Lim
Tom Homan
Matt Albence
Tom Blank
Jonathan Hoffman
Additional attendees

Location:
ICE HQ
500 12th St SW

Scheduling / Advance Contact:
Lisa Perdue

Objective:
ICE employee town hall – employees are invited to join in person.

Briefing Materials:
June 26, 2018 Continued

Remarks

1:45 PM - 2:00 PM
Travel to RRB

2:15 PM - 2:30 PM
Phone Call to RRB Secretary's Office
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [redacted]

Requester:
S1

Front Office Lead:
Miles Taylor

DHS SME:

Attendees:
Secretary
Chad Wolf

Call Number:
[redacted] (assistant [redacted] will facilitate)

Objective:
Phone call with [redacted] re: international cooperation to confront the
June 26, 2018 Continued
Tuesday

External attendees:

Dr. Luis Videgaray, Secretary of Foreign Affairs
Amb. Gerónimo Gutiérrez, Ambassador of Mexico to the US
Mr. Narciso Campos, Chief of Staff to the Secretary of Foreign Affairs
Ms. Karen Garcia, Auxiliary Secretary to the Secretary of Foreign Affairs.

External Scheduling / Protocol Contact:

Carolina Ayala
Head for Special and Border Affairs
Embassy of Mexico

Notes:

Meeting with Sec. Videgaray re: international cooperation to confront the challenges of illegal migration to the US.

Briefing Materials:

Briefing memo, Talking points

6:20 PM - 6:50 PM

Immigration Catch-up Conference Call -- RRB Secretary’s Office / Dial-in Access Code: DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
Notes:

Immigration catch-up conference call

Attendees:

Secretary
Acting Deputy Secretary
Chad Wolf
Evelyn Lim
Miles Taylor
Kevin McAleenan, CBP
Jonathan Hoffman, OPA
Matt Albence, ICE
Ron Vitiello, CBP
John Mitnick, OGC
Mark Abbacone, ICE
Evelyn Lim
Chad Wolf
Acting Deputy Secretary
Secretary

Call Number:
Dial-in: [____] [____]
Access Code: [____] [____]

No Briefing Materials:
June 27, 2018
Wednesday

7:30 AM - 8:30 AM
Phone Calls & PDB Reading

8:30 AM - 8:50 AM
DHS Intel & Ops Briefing -- NAC Building 5 SCIF
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Attendees:
1. Secretary
2. Acting Deputy Secretary
3. Chad Wolf
4. Evelyn Lim
5. Miles Taylor
6. Kate Nichols
7. Brandon Wales
8. Tracy Short
9. Ryan Scudder
10. Kristen Marquardt
11. Scott Erickson
12. Chip Fulghum, MGMT
13. Dave Glawe, I&A
14. [via SVTC] Brian Murphy, I&A
15. John Mitnick, OGC
16. Rich Chavez, OPS
17. James McCament, Policy
18. Elizabeth Neumann, Policy
19. Jonathan Hoffman, OPA
20. RDML Jones, MIL
21. Christine Ciccone, OLA
22. [via SVTC] James McDonnell, CWMD
23. [via SVTC] Kevin McAleenan, CBP
24. [via SVTC] Admiral Schultz, USCG
25. [via SVTC] Tom Homan, ICE
26. [via SVTC] David Pekoske, TSA
27. [via SVTC] Chris Krebs, NPPD
28. [via SVTC] Dan Kaniewski on behalf of Brock Long, FEMA
29. SBS Briefer
30. SBS Director
31. PDB Briefer
32. FBI Briefer
33. JSOC Liaison

Notes:
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June 27, 2018 Continued

Wednesday

10:00 AM - 10:30 AM
Travel to NAC

10:45 AM - 11:00 AM
Phone Call TO Director-General for Colombian Immigration, Christian Kruger Sarmiento -- NAC Secretary’s Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [phone number]

Requester:
S1

Front Office Lead:
Tracy / Ryan

DHS SME:

Attendees:
Secretary
Chad Wolf

Call Number:
[b][6] (staff will connect)

Notes:
Call with Director-General for Colombian Immigration, Christian Kruger Sarmiento re: international cooperation to confront the challenge of illegal migration to the United States.

Briefing Materials:
Talking points

12:00 PM - 12:15 PM
Phone Call TO High Commissioner Filippo Grandi, UNHCR -- NAC Secretary’s Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [phone number]

Requester:
S1

Front Office Lead:
Tracy / Ryan
June 27, 2018 Continued

Wednesday

DHS SME:
N/A

Attendees:
Secretary
Chad Wolf
Policy

Call Number:
Policy (staffer will facilitate)

Notes:
Phone call to High Commissioner Grandi re: international cooperation to confront the challenge of illegal migration to the United States.

Briefing Materials:
No

12:15 PM - 1:00 PM
Lunch

1:00 PM - 1:15 PM
Phone Call TO Director Alles -- NAC Secretary's Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
Director Alles
June 27, 2018 Continued
Wednesday

Chris Krebs

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Evelyn Lim
Kate Nichols

Call Number:
Dial-in
Access Code:

Notes:
Meeting to provide S1 with an update regarding the ICE situation in Portland. Those not at the NAC are welcome to call in.

Briefing Materials:
No

2:00 PM - 2:30 PM
OGC Update - NAC 5107 Conference Room
DO NOT FORWARD OR COPY THIS INVITATION
June 27, 2018 Continued

Wednesday

If there are any questions, please contact

Requester:
S1

Front Office Lead:
Tracy

Staff SME:
Dimple / Nader

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Evelyn Lim
Kate Nichols
Tracy Short
Joe Maher
Dimple Shah
Jonathan Hoffman
Objective:

Meeting to provide S1 with an update regarding today's court decision

Briefing Materials:

No

2:30 PM - 2:45 PM

Phone Call to NAC Secretary's Office

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [Contact Information]

Requester:

S1

Front Office Lead:

Miles

DHS SME:

N/A

Attendees:

Secretary

Chad Wolf

Call Number:

[Call Number Information] office line - staff will likely answer)

[Call Number Information] backup - staffer [Contact Information]
June 27, 2018 Continued
Wednesday

Scheduling Contact:

MacAndrews & Forbes Incorporated
35 E. 62nd Street | New York, NY 10065

Notes:

Phone call with

Briefing Materials:

No

3:30 PM - 4:00 PM

Prep: Northern Triangle Meeting -- NAC 5107 Conference Room
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
S1

Front Office Lead:
Tracy Short

DHS SME:
David Cloe

Attendees:
Secretary
Chad Wolf
Miles Taylor
Evelyn Lim
Tracy Short
Ryan Scudder
James McCament, Policy
David Cloe, Policy
Linda Jacksta on behalf of Kevin McAleenan, CBP
CBP
Tracy Renaud on behalf of Francis Cissna, UCIS
Jonathan Hoffman, OPA
June 27, 2018 Continued
Wednesday

Briefing Materials:

No

<<
Ms. L v. ICE - One-pager on Injunction.docx (14.5KB)
(14.5KB)
>>

4:30 PM - 5:00 PM
Trip Prep: Guatemala & Texas -- NAC 5107 Conference Room / Dial-in Access Code:

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
S1

Front Office Lead:
Ryan and Tracy

DHS SME:
David Cloe

Attendees:
Secretary
Chad Wolf
Miles Taylor
Evelyn Lim
Tracy Short
June 27, 2018 Continued
Wednesday

6:15 PM - 6:30 PM
Ryan Scudder
James McCament, Policy
David Cloe, Policy
Ron Vitiello on behalf of Kevin McAleenan, CBP (via phone)
Matt Albence, ICE (via phone)
Aaron Chang, Advance
Advance (via phone)
Carolyn Prill, Advance (via phone)
Will Mitchelson, Advance (via phone)
Tyler Houlton, OPA
Christina Bobb, ESEC

Call Number:
Dial-in: [6](6)
Access Code: [6](6)

Objective:
To prep S1 for her upcoming trip to Guatemala and Texas

Briefing Materials:
Trip agenda, briefing memo

DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [6](6)

Requester:
June 27, 2018 Continued
Wednesday

S1

Front Office Lead:

Staff SME:

Attendees:
Secretary
Chad Wolf
Scott Erickson

External attendees:
Governor Kate Brown

Office of the Governor

Office of the Governor

Call Number:

the NOC will call once the call is built

Scheduling Contact:
Governor's Scheduler & Executive Assistant

Office:

Cell:
Email: [redacted]

Notes:
Call with Gov. Kate Brown re: ICE offices in Portland

Briefing Materials:
Yes – already received
June 28, 2018
Thursday

7:30 AM - 8:30 AM
Phone Calls & PDB Reading

8:30 AM - 8:50 AM
DHS intel & Ops Briefing -- NAC Building 5 SCIF / S1 from RRB. 7th Floor SCIF (Room 7.3C)
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact (b)(6)

Attendees:
1. Secretary
2. Acting Deputy Secretary
3. Chad Wolf
4. Evelyn Lim
5. Miles Taylor
6. Kate Nichols
7. Brandon Wales
8. Tracy Short
9. Ryan Scudder
10. Kristen Marquardt
11. Scott Erickson
12. Chip Fulghum, MGMT
13. Dave Glawe, I&A
14. (b)(6) I&A
15. Brian Murphy, I&A
16. John Mitnick, OGC
17. Rich Chavez, OPS
18. James McCament, Policy
19. Elizabeth Neumann, Policy
20. Jonathan Hoffman, OPA
June 28, 2018 Continued
Thursday

21. RDML Jones, MIL
22. Christine Ciccone, OLA
23. [via SVTC] James McDonnell, CWMD
24. [via SVTC] Kevin McAleenan, CBP
25. [via SVTC] Admiral Schultz, USCG
26. [via SVTC] Tom Homan, ICE
27. [via SVTC] David Pekoske, TSA
28. [via SVTC] Chris Krebs, NPPD
29. [via SVTC] Brock Long, FEMA
30. SBS Briefer
31. SBS Director
32. PDB Briefer
33. FBI Briefer
34. JSOC Liaison

Notes:

In deference to your time and that of your principals, components and offices with equities that are regularly affected by matters included in the daily intel/ops morning briefing will be asked to have the component/office head, deputy, or chief of operations (or equivalent) available every day; other components and offices will be asked to join on a case-by-case basis at the discretion of the Front Office. In the Secretary’s absence, the Deputy Secretary will chair the briefing.

In the event that one of the top three officials is unavailable, the Front Office asks that the component/office notify them in advance regarding an appropriate stand-in.

Participating components/offices will be asked to provide threat mitigation
June 28, 2018 Continued
Thursday

or other operational actions relevant to the material briefed. The goal is to provide the Secretary and other departmental leadership with a common understanding of intelligence on matters affecting the Department and the operational activities or needs in response to such intelligence.

To prepare for the daily briefings, I&A and SBS staff will circulate to your staffs at roughly 1230 proposed intelligence products for the following day’s Secretary’s Daily Brief (SDB). I&A will lead a meeting/SVTC at 1600 to finalize the contents of the briefing and to identify any requests for information or areas of likely discussion at the Secretary’s briefing. Every morning at 0730, the Under Secretary for Intelligence and Analysis or his designee will receive the morning briefing from SBS in a meeting/SVTC with component representatives. At that meeting, he will select topics for discussion at the Secretary’s intelligence/operations briefing and provide notice to components of his expectations for the briefing. (Not all intelligence products in the book will be raised for discussion with the Secretary.)

The morning briefing with S1 will be held at the TS/SCI level but will not include restricted compartments. Operationally sensitive information may be briefed at the end of the regular meeting with the attendance reduced to those with appropriate compartments and/or need-to-know. Due outs at the briefing will be recorded by SBS and distributed for response by SBS/OPS for inclusion in future briefings or as otherwise appropriate. Components will have the ability to nominate intelligence products for consideration for inclusion in the SDB or to discuss operational matters appropriate for the morning briefing.

10:00 AM - 10:30 AM

Personnel Discussion -- Dial-in:

DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
S1

Attendees:
Secretary
Chad Wolf
Miles Taylor
Evelyn Lim

Call Number:
Dial-in:
Access Code:
June 28, 2018 Continued

Thursday

Objective:
Personnel discussion

Briefing Materials:
No

12:05 PM - 12:25 PM
Travel to DCA

12:40 PM - 3:40 PM
Wheels Up: Guatemala City

2:00 PM - 2:15 PM
Phone Call TO Guatemalan Foreign Minister Sandra Jovel -- S1 from plane
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
S1

Front Office Lead:
COS

Staff SME:
David Cloe

Attendees:
Secretary
Chad Wolf

Call Number:
Minister's line)
Notes:

Phone call to Guatemalan Foreign Minister Sandra Jovel at 2:00pm Eastern

Briefing Materials:

No

3:40 PM - 10:20 PM Official Travel: Guatemala / San Antonio
June 29, 2018
Friday

8:30 AM - 8:50 AM

DHS Intel & Ops Briefing -- NAC Building 5 SCIF

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Attendees:
1. Secretary
2. Acting Deputy Secretary
3. Chad Wolf
4. Evelyn Lim
5. Miles Taylor
6. Kate Nichols
7. Brandon Wales
8. Tracy Short
9. Ryan Scudder
10. Kristen Marquardt
11. Scott Erickson
12. Chip Fulghum, MGMT
13. Dave Glawe, I&A
14. [b]l &A
15. Brian Murphy, I&A
16. John Mitnick, OGC
17. Rich Chavez, OPS
18. James McCament, Policy
19. Elizabeth Neumann, Policy
20. Jonathan Hoffman, OPA
21. RDML Jones, MIL
22. Christine Ciccone, OLA
23. [via SVTC] Andre Watson on behalf of James McDonnell, CWMD
24. [via SVTC] Kevin McAleenan, CBP
25. [via SVTC] Admiral Schultz, USCG
26. [via SVTC] Tom Homan, ICE
27. [via SVTC] David Pekoske, TSA
28. [via SVTC] Chris Krebs, NPPD
29. [via SVTC] Brock Long, FEMA
30. SBS Briefer
31. SBS Director
32. PDB Briefer
33. FBI Briefer
34. JSOC Liaison

Notes:
In deference to your time and that of your principals, components and offices with equities that are regularly affected by matters included in the daily intel/ops morning briefing will be asked to have the component/office head, deputy, or chief of operations (or equivalent) available every day; other components and offices will be asked to join on a case-by-case basis at the discretion of the Front Office. In the Secretary’s absence, the Deputy Secretary will chair the briefing.

In the event that one of the top three officials is unavailable, the Front
Office asks that the component/office notify them in advance regarding an appropriate stand-in.

Participating components/offices will be asked to provide threat mitigation or other operational actions relevant to the material briefed. The goal is to provide the Secretary and other departmental leadership with a common understanding of intelligence on matters affecting the Department and the operational activities or needs in response to such intelligence.

To prepare for the daily briefings, I&A and SBS staff will circulate to your staffs at roughly 1230 proposed intelligence products for the following day's Secretary's Daily Brief (SDB). I&A will lead a meeting/SVTC at 1600 to finalize the contents of the briefing and to identify any requests for information or areas of likely discussion at the Secretary's briefing. Every morning at 0730, the Under Secretary for Intelligence and Analysis or his designee will receive the morning briefing from SBS in a meeting/SVTC with component representatives. At that meeting, he will select topics for discussion at the Secretary’s intelligence/operations briefing and provide notice to components of his expectations for the briefing. (Not all intelligence products in the book will be raised for discussion with the Secretary.)

The morning briefing with S1 will be held at the TS/SCI level but will not include restricted compartments. Operationally sensitive information may be briefed at the end of the regular meeting with the attendance reduced to those with appropriate compartments and/or need-to-know. Due outs at the briefing will be recorded by SBS and distributed for response by SBS/OPS for inclusion in future briefings or as otherwise appropriate. Components will have the ability to nominate intelligence products for consideration for inclusion in the SDB or to discuss operational matters appropriate for the morning briefing.

9:00 AM - 7:05 PM

Official Travel: Texas

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Guatemala Texas v4.docx (84.5KB)

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>>

12:15 PM - 12:35 PM

Conference Call with Kevin McAleenan & Ron Vitiello -- S1 on travel / Dial-in: [ ] Access Code: [ ]

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [ ]

Requester:
June 29, 2018 Continued
Friday

S1

Attendees:
Secretary
Chad Wolf
Kevin McAleenan
Ron Vitiello

Call Number:
Dial-in:
Access Code:

Notes:
Call at 11:15am Central / 12:15pm Eastern

4:45 PM - 5:00 PM

Phone Call TO First Lady Hernandez, Honduras -- S1 on travel
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
S1

DHS SME:
David Cloe
June 29, 2018 Continued

Attendees:

Secretary
Chad Wolf

Call Number:

(b)(6)
(Staff will facilitate)

Objective:

Phone call with First Lady, Ana Hernandez, of Honduras. 3:45pm Central / 4:45pm Eastern

The Minister of Foreign Affairs, María Dolores Aguero will be with the First Lady on the call and will help translate as needed.

Briefing Materials:

No

6:15 PM - 6:30 PM

Phone Call TO Secretary Pompeo (unclassified) -- S1 on travel

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact (b)(6)

Requester:

S1

Attendees:

Secretary
Chad Wolf
June 29, 2018 Continued

Call Number:
State Ops: (staff will facilitate)

Scheduling Contact:
Office Manager to the Secretary of State
U.S. Department of State
2201 C Street NW | Washington, D. C. 20520
Office: Email:

Notes:
Call with Sec. Pompeo re: Central America ministerial and recent State report on human smuggling

5:15pm Central / 6:15pm Eastern

Briefing Materials:
No

7:05 PM - 10:20 PM

Wheels Up: Washington

<<
Guatemala Texas v4.docx (84.5KB)
(84.5KB)
>>
July 2, 2018
Monday
9:30 AM - 10:00 AM

Communications Meeting -- NAC Secretary's Office

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [Redacted]

Requester:
S1

Front Office Lead:
COS

Staff SME:
Jonathan Hoffman

Attendees:
Secretary
Chad Wolf
Miles Taylor
Jonathan Hoffman
Christine Ciccone

Objective:
Communications meeting

Briefing Materials:
No
July 2, 2018 Continued
Monday

10:00 AM - 10:45 AM

Reunification Process Update -- NAC 5107 Conference Room

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [ Contact Information]

Requester:
S1

Front Office Lead:
Tracy

Staff SME:
Matt Albence

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Kate Nichols
Tracy Short
[D](6)
Dimple Shah on behalf of John Mitnick
[b](6)
Jonathan Hoffman
[b](6)
Kevin McAleenan
Ron Vitiello
July 2, 2018 Continued

Monday

Matt Albence (via phone)
David Jennings
Jonathan Hoffman
Christine Ciccone

Call number:
Dial-in: [redacted]
Access Code: [redacted]

Objective:
To provide S1 with an update re: Reunification Process - an overview of the process, updates and numbers; to review any outstanding questions or issues with HHS, etc.

Briefing Materials:
Briefing memo

11:00 AM - 11:45 AM
Border & Immigration Strategy Session -- NAC 5107 Conference Room
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [redacted]

Requester:
S1

Front Office Contact:
Miles
Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Evelyn Lim
Jonathan Hoffman
Kevin McAleenan
Ron Vitiello (via phone)
Adam Loiacono (via phone)
David Jennings (via phone)
John Mitnick (via phone)
Christine Ciccone

Call Number:
Dial-in: (606)
Access Code: 076

Objective:
Border & Immigration Strategy Session

Briefing Materials:
No
July 2, 2018 Continued

Monday

12:30 PM - 1:30 PM

Lunch with Chris Krebs -- NAC MVR

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact (6) (6)

Requester:

S1

Attendees:

Secretary

Chris Krebs

Objective:

Lunch with Chris Krebs

Briefing Materials:

No

2:00 PM - 2:30 PM

Classified Cyber Briefing -- NAC Building 5 SCIF

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact (p) (p)

Requester:

Brandon Wales

Front Office Lead:

Brandon Wales

DHS SME:

Chris Wright

Attendees:

Secretary

Chad Wolf

Miles Taylor

Brandon Wales

Kristen Marquardt

DHS-001-00912-00211411/12/2020
July 2, 2018 Continued

Monday

Dave Glawe, I&A +1
Chris Wright, I&A
Chris Krebs, NPPD +1
Jeanette Manfra, NPPD
John Costello, NPPD
Judson Murdock on behalf of Kevin McAleenan, CBP
Troy Miller, CBP
DNI briefers TBD

Objective:
To provide S1 with a classified cyber brief. This will include external briefers from DNI.

Briefing Materials:
Briefing memo

2:30 PM - 3:30 PM
Office / Read Time -- NAC Secretary's Office

2:30 PM - 2:40 PM
Phone Call TO Secretary Videgaray -- NAC Secretary's Office
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
S1

Attendees:
Secretary
Chad Wolf

Call Number:
(Sec. Videgaray's cell)

Notes:
Phone call with Secretary Videgaray
3:30 PM - 4:00 PM

TPS Yemen Discussion -- NAC S107 Conference Room
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
S1

Front Office Lead:
Tracy Short

DHS SME:
Kathy Nuebel Kovarik

Attendees:
Secretary
Chad Wolf
Miles Taylor
Tracy Short

Kristen Marquardt
Francis Cissna, USCIS
Kathy Nuebel Kovarik, USCIS
Mike Dougherty, Policy

Dimple Shah, OGC

Rene Browne, OGC
Jonathan Hoffman, OPA

Objective:
To review TPS Yemen - Decision deadline is next Thursday 7/5.

Briefing Materials:
Briefing memo

4:00 PM - 4:30 PM

Jones Act Update -- NAC S107 Conference Room / Dial-in:
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
S1

Front Office Lead:
Brandon Wales
Objective:
To formally promote LCDR (b) to the rank of Commander.

Briefing Materials:
Flow of show, script

8:30 PM - 9:00 PM
Private Appointment
July 3, 2018 Continued
Tuesday

9:30 AM - 10:15 AM  Operational Components VTC (unclassified) -- NAC 5107 Conference Room / S1 from RRB Large Conference Room (Room 4.4A)

DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Evelyn Lim
Miles Taylor
Kate Nichols
Brandon Wales
Tracy Short
Paul McCloskey
Ryan Scudder
Kristen Marquardt
Chip Fulghum, MGMT
Rich Chavez, OPS
Randolph Alles, USSS
Ron Vitiello, ICE
ADM Schultz, USCG (in person – at RRB)
Kevin McAleenan, CBP
Brock Long, FEMA
Patty Cogswell on behalf of David Pekoske, TSA
Francis Cisina, USCIS
Chris Krebs, NPPD
Jonathan Hoffman, OPA
Christine Ciccone, OLA
Dave Glawe, I&A
James McCament, PLCY
Bill Bryan, S&T
John Mitnick, OGC
Andre Watson on behalf of James McDonnell, CWMD
Patrick Kearney
Christina Bobb, ESEC
John Hill, OPE

Notes:
This VTC is for the Principal, Deputy OR the third most senior person in the department / component. No surrogates. DHS VVS will be the POC for VTC connections. If someone happens to be at the NAC, they are welcome to attend in person. This VTC is unclassified.

VVS POC:
(Supervisor/Manager) (Desk) or (Cell)
Tuesda
11:30 AM - 11:45 AM
Phone Call TO Senator Burr -- RRB Secretary's Office

If there are any questions, please contact...

Requester:

S1

Front Office Lead:

Staff SME:

David Wonnenberg

Secretary:

Chad Wolf

Attendees:

Christine Ciccone

Call Number:

Scheduler:

Senator Burr

Scheduler Contact:

[Member's cell]

Call Number:

[Member's cell]

Scheduling Contact:

DO NOT FORWARD OR COPY THIS INVITATION
To review TPS Yemen - Decision deadline is next Thursday 7/5.

Objective:

Jonathan Hoffman, OPA
Rene Browne, OGC
Nader Baroukh, OGC
Dimple Shah, OGC
Mike Dougherty, Policy
Kathy Nuebel Kovarik, USCIS
Francis Cissna, USCIS
Kristen Marquardt
Paul McGloshen
Tracy Short
Miles Taylor
Chad Wolf
Secretary
Attendees:

Kathy Nuebel Kovarik
DHS SME:
Tracy Short
Front Office Lead:
Briefing Materials:
Briefing memo

5:00 PM - 5:30 PM
Trip Prep: Guatemala / Guatemala Ministerial (conference call) -- RRB Large Conference Room (Room 4.4A) / Dial-in Access Code: 123
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
S1

Front Office Lead:
Ryan and Tracy

DHS SME:
David Cloe

Attendees:
Secretary
Chad Wolf
Miles Taylor
Evelyn Lim
Tracy Short
Paul McCloskey
Materials should focus on goals, objectives, outcomes, asks, etc.

Trip agenda, briefing memo

Briefing materials:

Prep rather than attend in person.

Those not already scheduled to be at RRB are welcome to dial-in to this

Minisessional.

To prep S1 for her upcoming trip to Guatemala and the Guatemal

Objective:

Access Code:

Dial-in:

Call Number:

Christina Bobb, ESEC
Jonathan Hoffman, OPA
Aaron Chang, Advance
Matt Albence, ICE
Jan Sanders, CBP
Kevin McAleenan, CBP (via phone)
David Cloe, Policy
James McAleenan, Policy
Ryan Scudder
July 3, 2018 Continued
Tuesday
5:30 PM - 5:45 PM

Phone Call To Guatemalan Foreign Minister -- RRB Secretary's Office

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
S1

Front Office Contact:
Brandon / Tracy

Attendees:
Secretary
Chad Wolf
Brock Long

Call Number:
[Redacted] (The NOC will build the call)

Objective:
[Redacted] will initiate for the Minister

Briefing Materials:
July 6, 2018
Friday
9:00 AM - 9:30 AM
Prep: NGO Meetings (conference call) -- RRB Secretary’s Conference Room / Dial-in 6
Access Code
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
S1

Front Office Lead:
Tracy / Paul McCloskey

Staff SME:
Matt Hayden

Attendees:
Secretary
Chad Wolf / Miles Taylor
Evelyn Lim
Tracy Short
Paul McCloskey
James McCament, Policy
Morgan Plumer, Policy
John Hill, OPE
Matt Hayden, OPE
Todd Owen on behalf of Kevin McAleenan, CBP
Christina Bobb, ESEC
Tyler Houlton on behalf of Jonathan Hoffman, OPA
Cameron Quinn, CRCL

Call Number:
Dial-in: \((b)(6)\)
Access Code: \((b)(6)\)

Objective:
Prep to prepare S1 for the NGO meetings the week of July 9th

Briefing Materials:
Briefing memo, talking points

9:45 AM - 10:00 AM
Phone Call TO Senator Collins -- RRB Secretary's Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact \((b)(6)\)

Requester:
S1

Front Office Lead:
Tracy Short

DHS SME:
Christine Ciccone

Attendees:
Requester:
S1

Front Office Lead:
Christine Ciccone

DHS SME:
Christine Ciccone

Attendees:
Secretary
Chad Wolf

Call Number:
(_) (Sen’s cell)

Notes:
Phone call with Sen. Lankford

Briefing Materials:
No

1:15 PM - 1:45 PM

Prep: NCCIC / NASS -- RRB Large Conference Room (Room 4.4A)

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact (b6)
Requester:
S1

Front Office Lead:
Brandon

Staff SME:
Matt Masterson / Dan Southerland

Attendees:
Secretary
Chad Wolf
Miles Taylor
Brandon Wales
Chris Krebs, NPPD
Jeanette Manfra, NPPD
Geoffrey Hale on behalf of Matt Masterson, NPPD
Dave Glawe, I&A
Tyler Houlton on behalf of Jonathan Hoffman, OPA

Christine Ciccone, OLA
Christina Bobb, ESEC
John Hill, OPE
Aaron Chang, Advance
Objective:

To prep for NCCIC visit and the NASS conference (including remarks)

Briefing Materials:

Briefing memo

2:00 PM - 2:30 PM
DHS / DOD Cybersecurity Collaboration Update -- RRB Large Conference Room (Room 4.4A)
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
S1

Front Office Lead:
Brandon Wales

DHS SME:
John Costello, NPPD

Attendees:
Secretary
Chad Wolf / Miles Taylor
Brandon Wales
Chris Krebs, NPPD
Jeanette Manfra, NPPD
John Costello, NPPD
Christina Bobb, ESEC
RDML Jones, MIL
Tom McDermott, Policy

Call Number:
Dial-in: [___]
Access Code: [___]

Objective:
Brief S1 on the content and status of joint Secretary of Defense-Secretary of Homeland Security memo to National Security Advisor Bolton detailing cybersecurity collaboration.

Briefing Materials:
Briefing memo
July 6, 2018 Continued

Friday

2:30 PM - 3:00 PM

DHS Cyber Summit Update -- RRB Large Conference Room (Room 4.4A)

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [redacted]

Requester:

S1

Front Office Lead:

Brandon Wales

DHS SME:

Emily Early

Attendees:

Secretary

Chad Wolf / Miles Taylor

Evelyn Lim

Brandon Wales

Chris Krebs

Daniel Kroese

Jonathan Hoffman

Tyler Houlton

Christine Ciccone

Tom McDermott

Christina Bobb
July 6, 2018 Continued
Friday

Call Number:
Dial-in [_______]
Access Code [_______]

Objective:
To provide S1 with an update on the DHS cyber summit.

Briefing Materials:
Briefing memo

Trip Prep: Guatemala (conference call) -- RRB Large Conference Room (Room 4.4A) / Dial-in: [_______] / Access Code [_______]

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [_______]

Requester:
S1

Front Office Lead:
Ryan and Tracy

DHS SME:
David Cloe

Attendees:
Secretary
Chad Wolf
July 6, 2018 Continued

Friday

Miles Taylor
Evelyn Lim
Tracy Short
Paul McCloskey
Ryan Scudder
James McCament, Policy
David Cloe, Policy
Kevin McAleenan, CBP
Ian Saunders, CBP
Matt Albence, ICE
Aaron Chang, Advance
Tyler Houlton on behalf of Jonathan Hoffman, OPA
Christina Bobb, ESEC
Scott Matejov, Advance

Call Number:
Dial-in: __________________
Access Code: __________________

Objective:
To prep S1 for her upcoming trip to Guatemala and the Guatemala Ministerial.

Those not already scheduled to be at RRB are welcome to dial-in to this prep, rather than attend in person.
Briefing Materials:
Trip agenda, briefing memo
Materials should focus on goals, objectives, outcomes, asks, etc.

Phone Call TO Joe Hagin -- RRB Secretary's Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
S1

Attendees:
Secretary
Chad Wolf

Call Number:
[ ]

Notes:
Confirmed for 4:00pm

Phone Call TO Gov. John Hickenlooper, CO -- RRB Secretary's Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact
Requester:
S1

Front Office Lead:
Brandon Wales

DHS SME:
Brian Hyer

Attendees:
Secretary
Chad Wolf

Call Number:
Gov's cell

Scheduling Contact:
Press Secretary

Notes:
4:30pm Eastern
Governor will be doing a tour of the Spring Creek Fire and visiting the EOC/Incident Command Center in Blanca, Colorado. He'll also be doing a media avail as well. But they would like to do the call just prior to him starting all of this so 4:30 would work on their end and they can adjust.

**Briefing Materials:**

Talking points.

**5:15 PM - 5:45 PM**

*SWB Governors Conference Call -- RRB Secretary’s Office*

**DO NOT FORWARD OR COPY THIS INVITATION**

If there are any questions, please contact [Blank]

**Requester:**

S1

**Front Office Lead:**

Tracy / Paul / Ryan

**Staff SME:**

Brian Hyer

**Attendees:**

Secretary

Chad Wolf

John Hill

RDML Jones

**External Attendees:**
July 6, 2018 Continued

Gov. Abbott
Gov. Martinez
Gov. Brown

Call Number:

(The NOC will build the call then call cell)

Notes:
Regular update call with the Southwest Border governors

Briefing Materials:
Talking points

5:45 PM - 7:15 PM  HOLD -- RRB Secretary's Office
July 9, 2018

9:30 AM - 10:00 AM
Office Time -- RRB Secretary's Office

10:00 AM - 10:45 AM
NGO Immigration Listening Session -- RRB Large Conference Room (Room 4.4A)

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [Contact Information]

Requester:
S1

Front Office Lead:
Tracy / Paul

Staff SME:
Matt Hayden

DHS Protocol Lead:
TBD

DHS Attendees:
Secretary
Chad Wolf / Miles Taylor
Kevin McAleenan, CBP
Ron Vitiello, ICE
Jonathan Hoffman, OPA
John Hill, OPE
Matt Hayden, OPE
Meeting with Gen. O'Shaughnessy -- RRB Secretary's Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
Gen O'Shaughnessy

Front Office Lead:
Miles Taylor

DHS SME:
RDML Jones

Protocol Lead:

Attendees:
Secretary
Chad Wolf

External Attendees:
Gen O'Shaughnessy

Scheduling / Protocol Contact:
Tim Hartnett
(719) 554-3001
timothy.e.hartnett.civ@mail.mil

Notes:
Meeting with Gen O'Shaughnessy, NORTHCOM.

Briefing Materials:
Briefing memo, bio

Private Appointment

Phone Call TO Secretary Pompeo (unclass) -- RRB Secretary's Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
Sec. Pompeo
July 9, 2018 Continued

Monday

Attendees:

Secretary

Chad Wolf

Call Number:

(State Ops will facilitate)

Scheduling Contact:

Notes:

2:30pm Eastern call with Sec. Pompeo (unclass)

Briefing Materials:

No

2:45 PM - 3:15 PM

Prep: Meeting with Whip Scalise -- RRB Small Conference Room (4.4A)

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:

S1

Front Office Lead:
July 9, 2018 Continued

Monday

Christine Ciccone / Brandon Wales

Staff SME:
Brenda Brockman-Smith

Attendees:
Secretary
Chad Wolf
Brandon Wales
Christine Ciccone, OLA
Uyen Dinh, OLA
Kevin McAleenan, CBP
Brenda Brockman-Smith, CBP
Jonathan Hoffman, OPA
Christina Bobb, ESEC

Notes:
Prep for S1’s meeting with Whip Scalise and the Louisiana Delegation re: Jones Act.

Briefing Materials:
Briefing memo, talking points, attendee list
July 9, 2018 Continued
Monday

Requester: S1

Front Office Lead: Brandon Wales

DHS SME: Bob Kolasky

Attendees: Secretary
Chad Wolf / Miles Taylor
Brandon Wales
Jonathan Hoffman, OPA
Bob Kolasky, NPPD
Todd Klessman, NPPD

Objective:
To prepare S1 for her remarks at the School Safety Commission meeting on July 11

Briefing Materials:
Briefing memo, talking points, agenda

4:00 PM - 4:15 PM

Phone Call to First Lady Ana Garcia Carías, Honduras -- RRB Secretary's Office

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [Redacted]

Requester:
S1

Front Office Lead: COS

DHS SME:
David Cloe

Attendees:
July 9, 2018 Continued

Secretary
Chad Wolf

Call Number:
[(b)(6)]staff will facilitate)

Notes:
Honduran first lady has confirmed for today at 4pm ET. She will be accompanied by the Minister of Foreign Affairs, Maria Dolores Aguero and Vice minister of Foreign Affairs Nelly Jerez. No interpreter needed.

Briefing Materials:
No

4:15 PM - 5:15 PM
Travel to JBA

4:30 PM - 4:45 PM
Phone Call TO Rep Meadows -- S1 from limo
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [(b)(6)]

Requester:
S1

Front Office Contact:
Christine Ciccone

Attendees:
Secretary
Chad Wolf

Call Number:

(Member's cell)

Objective:

Call with Rep. Meadows at 4:30pm Eastern

Briefing Materials:

No

4:45 PM - 5:00 PM

Phone Call TO Senator Inhofe -- S1 from limo

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:

S1

Front Office Lead:

Kristen

DHS SME:

Christine Ciccone

Attendees:

Secretary
Chad Wolf

Kristen Marquardt

Call Number:

will facilitate)

Scheduling Contact:

Executive Assistant

U.S. Senator James M. Inhofe, OK

205 Russell Senate Building

Washington, DC 20510

Notes:

4:45pm Eastern call with Sen. Inhofe re: CUAS legislation / NDAA

Briefing Materials:

Yes

5:15 PM - 9:20 PM

Wheels Up; Guatemala

8:00 PM - 8:15 PM

8:00PM ET: Phone Call TD Rep. Thornberry -- S1 from plane

DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact \[\text{(b)(6)}\]

 requester: 
 S1

 front office lead: 
 Kristen

 DHS SME: 
 Christine Ciccone

 attendees: 
 Secretary 
 Miles Taylor

 call number: 
 \[\text{(b)(6)}\]

 scheduling contact: 
 \[\text{(b)(6)}\]

 notes: 
 Phone call with Rep. Thornberry re: CUAS legislation; 8:00pm Eastern.
July 9, 2018 Continued
Monday
July 10, 2018
Tuesday

9:55 AM - 5:30 PM
Official Travel: Guatemala

5:30 PM - 9:25 PM
Wheels Up: Washington

6:15 PM - 6:30 PM
4:15 CST Phone Call TO Senator Ron Johnson -- S1 from plane

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
Sen. Johnson

Front Office Lead:
Christine Ciconne

DHS SME:
Christine Ciconne

Attendees:
Secretary
Miles Taylor

Call Number:

(Member's cell)

Backup:
(staffer)

Scheduling Contact:
July 10, 2018 Continued
Tuesday

Director of Operations

Office of Senator Ron Johnson (WI)

Chairman of the Senate Homeland Security & Governmental Affairs Committee

328 Hart Senate Office Building

Notes:

Hope you had a great weekend! Chairman Johnson would like to request a call with Secretary Nielsen for tonight or tomorrow morning regarding family reunification – please let me know when would work for the Secretary.

4:15pm CST / 6:15pm Eastern

Briefing Materials:
Front Office Lead:
Brandon Wales

Attendees:
Secretary

Call Number:
(b)(6) (Commissioner's cell)

Notes:
The Commissioner indicated that the Secretary was hoping for a few minutes of time for the two of them to go over final talking points before the meeting today.

RE: Jones Act / meeting with Whip Scalise

4:00 PM - 4:45 PM
Meeting with Whip Scalise & Louisiana Delegation - U.S. Capitol, H-326
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact (b)(6)

Requester:
Rep. Steve Scalise

Front Office Lead:
Christine Ciccone / Brandon Wales
July 11, 2018 Continued

Wednesday

Staff SME:
Brenda Brockman-Smith

DHS Advance Lead:
Carolyn Prill

Attendees:
Secretary
Chad Wolf
Brandon Wales
Christine Ciccone, OLA
Uyen Dinh, OLA
Kevin McAleenan, CBP

Location:
U.S. Capitol
Whip Office Conference Room
H-326

External Scheduling / Advance Contact:
Scheduler
Majority Whip Steve Scalise
Notes:

The Louisiana Delegation would like to schedule a meeting with Secretary Nielsen to discuss the Jones Act.

Briefing Materials:

Briefing memo, talking points, attendee list

4:45 PM - 5:00 PM

Travel to RRB

5:15 PM - 5:45 PM

Remarks Prep: Union League & NASS -- RRB Small Conference Room (4.4A) / Dial-in:\[\text{Access Code}\]

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [redacted]

Requester:

S1

Front Office Lead:

Jonathan Hoffman

Staff SME:

Matt Hayden / Matt Masterson

Attendees:

Secretary

Chad Wolf
Evelyn Lim
Brandon Wales
Jonathan Hoffman, OPA
Emily Costanzo, OPA
Alaina Clark on behalf of John Hill, OPE
Matt Hayden, OPE
Chris Krebs, NPPD
Matt Masterson, NPPD
Goeff Hale, NPPD
Christina Bobb, ESEC (via phone)
Aaron Chang, Advance

Call Number:
Dial-in: 5
Access Code: 5

Objective:
To review outlines of S1’s remarks for the remarks at the Union League luncheon and NASS.

Briefing Materials:
Remarks outlines, trip agendas

5:45 PM - 6:15 PM
Personnel Update -- RRB Secretary's Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

DHS-001-00912-00215211/12/2020
July 11, 2018 Continued
Wednesday

Requester:
S1

Front Office Lead:
COS

Attendees:
Secretary
Chad Wolf
Evelyn Lim
Miles Taylor

Objective:
Personnel update meeting

Briefing Materials:
No

6:15 PM - 6:45 PM
Meeting with Evelyn (reporting paperwork) -- RRB Secretary's Office
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
Evelyn Lim
Front Office Lead:
Evelyn Lim

Attendees:
Secretary
Evelyn Lim

Objective:
Review reporting paperwork

Briefing Materials:
No
No

8:30 AM - 1:00 PM

HOLD

1:00 PM - 1:15 PM

Phone Call TO Senator Johnson -- RRB Secretary's Office

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
S1

Front Office Lead:
Tracy

DHS SME:
Christine Ciccone

Attendees:
Secretary
Chad Wolf

Call Number:

Scheduling Contact:

Director of Operations
Office of Senator Ron Johnson (WI)

Chairman of the Senate Homeland Security & Governmental Affairs Committee

Notes:

Follow-up call to Sen. Johnson re: family reunification

Briefing Materials:

Talking points

1:15 PM - 1:45 PM

Trip Prep: Aspen -- RRB Secretary's Conference Room / Dial-in: Access Code: DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:

S1

Front Office Lead:

Miles Taylor

Staff SME:

Matt Hayden

Attendees:
July 12, 2018 Continued
Thursday

Secretary
Chad Wolf
Miles Taylor
Evelyn Lim
Kristen Marquardt
Brandon Wales
Matt Hayden, OPE
Jonathan Hoffman, OPA
Aaron Chang, Advance
Will Mitchelson, Advance
Brian Murphy on behalf of David Glawe, I&A
Chris Krebs, NPPD
Ha McNeill on behalf of Dave Pekoske, TSA
Christina Bobb, ESEC

Call Number:
Dial-in: [98]
Access Code: [98]

Objective:
To prep S1 for her upcoming trip to Aspen for the Aspen Security Forum

Briefing Materials:
Trip agenda, remarks
July 12, 2018 Continued
Thursday
1:45 PM - 2:00 PM

Phone Call FROM Senator Burr (classified) -- RRB Secretary's Office
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [phone number]

Requester:
Senator Burr

Front Office Lead:
Brandon Wales

DHS SME:
Brandon Wales

Attendees:
Secretary
Chad Wolf / Miles Taylor
Brandon Wales

Call Number:
Senator Burr will call S1's PUMA at [phone number]

Scheduling Contact:
Scheduler
Senator Burr
[phone number] direct
July 12, 2018 Continued
Thursday

Meeting with RRB Secretary's Conference Room
DO NOT FORWARD OR COPY THIS INVITATION

2:00 PM - 2:15 PM

Briefing Materials:
No

Notes:
Classified call with Sen. Burr

Requester:
USSS

Staff Contact:
Evelyn Lim

Attendees:
Secretary
Chad Wolf / Miles Taylor
Evelyn Lim

Objective:
July 12, 2018

2:15 PM - 2:45 PM

Update meeting with S1

Trip Prep: Mexico -- RRB Secretary's Conference Room / Dial-in

Access Code: TBD

If there are any questions, please contact:

If there are any questions, please contact:

[Contact Information]

DO NOT FORWARD OR COPY THIS INVITATION

TBD

DO NOT FORWARD OR COPY THIS INVITATION

TBD

[Additional Information]

Attendees:

TBD

Tracy Short / Paul McCloskey

Front Office Lead:

S1

Requester:

Tracy Short / Paul McCloskey

[Additional Information]
DHS SME:
Christine Ciccone

Attendees:
Secretary
Chad Wolf / Miles Taylor
Kristen Marquardt

Call Number:
\textbf{(Member's cell)}

Scheduling Contact:
\textbf{[ ]}

Notes:
Phone call with Chairman Shuster re: CUAS legislation

Briefing Materials:
Talking points

5:45 PM - 7:30 PM  Private Appointment
<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>6:50 AM - 7:20 AM</td>
<td>Travel to JBA</td>
</tr>
<tr>
<td>7:45 AM - 12:00 PM</td>
<td>Wheels Up: Mexico City</td>
</tr>
<tr>
<td>12:00 PM - 5:20 PM</td>
<td>Official Travel: Mexico City</td>
</tr>
<tr>
<td>5:20 PM - 9:30 PM</td>
<td>Wheels Up: Washington</td>
</tr>
<tr>
<td>Time</td>
<td>Activity</td>
</tr>
<tr>
<td>-------------------</td>
<td>-----------------------------------------------</td>
</tr>
<tr>
<td>10:25 AM - 10:40 AM</td>
<td>Travel to DCA</td>
</tr>
<tr>
<td>10:55 AM - 11:30 AM</td>
<td>Wheels Up: Philadelphia, PA</td>
</tr>
<tr>
<td>11:30 AM - 2:40 PM</td>
<td>Official Travel: Philadelphia, PA (National Association of Secretaries of State Summer Conference)</td>
</tr>
<tr>
<td>2:40 PM - 3:15 PM</td>
<td>Wheels Up: Washington</td>
</tr>
</tbody>
</table>
Staff Contact:
Kristen Marquardt

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Kate Nichols
Kristen Marquardt
Tracy Short
James McCament, Policy
Elizabeth Neumann, Policy (via phone)
Briana Petyo, Policy
John Mitnick, OGC
Dimple Shah, OGC
Troy Miller on behalf of Kevin McAleenan, CBP
Ron Vitiello, ICE
Brian Murphy on behalf Dave Glawe, I&A
Christina Bobb, ESEC

Call Number:
Dial-in:
Access Code:
Objective:

Briefing to provide S1 with an update on "Raising the Information-Sharing Baseline."

Briefing Materials:

Briefing memo. Policy should be lead.

11:15 AM - 11:45 AM

Refugee Policy Update Meeting *new date / location* -- NAC 5107 Conference Room

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [Contact Information]

Requester:

S1

Front Office Lead:

Tracy Short

DHS SME:

Francis Cissna

Attendees:

Secretary

Acting Deputy Secretary

Chad Wolf

Miles Taylor

Kate Nichols
July 16, 2018 Continued
Monday

Tracy Short
Ryan Scudder
Kristen Marquardt
James McCament, Policy
Elizabeth Neumann, Policy
Briana Petyo, Policy
Francis Cissna, USCIS
Jennifer Higgins, USCIS
Joanna Ruppel, USCIS
Christine Ciccone, OLA
John Mitnick, OGC
Dimple Shah, OGC
Christina Bobb, ESEC

Call Number:
Dial-in:
Access Code:

Objective:

Briefing Materials:
Briefing memo
July 16, 2018 Continued

Monday

11:45 AM - 12:00 PM
Office Prep -- NAC Secretary's Office

12:00 PM - 1:00 PM
Lunch with Director Alles -- NAC, MVR
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact...

Requester:
S1

Front Office Lead:
COS

DHS SME:
N/A

Attendees:
Secretary
Director Alles

Objective:
Lunch meeting with Director Alles (part of the component leadership lunch series)

Briefing Materials:
No
July 16, 2018 Continued

Monday

1:45 PM - 2:15 PM

Prep: Principals Meeting re: Election Security -- NAC Building 5 SCIF

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [Redacted].

Requester:

S1

Front Office Lead:

Brandon Wales

Staff SME:

Matt Masterson

Attendees:

Secretary

Chad Wolf

Miles Taylor

Brandon Wales

Chris Krebs, NPPD

Jeanette Manfra, NPPD

Matt Masterson, NPPD

Brian Murphy on behalf of Dave Glawe, I&A

Jonathan Hoffman, OPA

Christine Ciccone, OLA

Meredith Williams, ESEC
July 16, 2018 Continued
Monday

Aaron Chang, Advance
Elizabeth Neumann, Policy

Objective:
Prep for the principals meeting on Election Security and Countering Foreign Influence

Briefing Materials:
Briefing memo

2:15 PM - 3:00 PM
Office Time

3:15 PM - 3:45 PM
Somalia TPS Meeting -- NAC 5107 Conference Room
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [Redacted]

Requester:
DCOS

Front Office Lead:
Tracy Short

Staff SME:
Francis Cissna

Attendees:
July 16, 2018 Continued

Monday

Secretary
Chad Wolf
Miles Taylor
Kristen Marquardt
Tracy Short
Francis Cissna, USCIS
Kathy Nuebel Kovarik, USCIS
Mike Dougherty, Policy
Dimple Shah, OGC
Nader Baroukh, OGC
Jonathan Hoffman, OPA

Objective:
Meeting to discuss Somalia TPS before the decision deadline on July 19

Briefing Materials:
Decision memo

4:00 PM - 4:30 PM
Meeting with Ambassador Gordon Sondland -- *New Location* NAC Secretary’s Lobby
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
Ambassador Sondland

Front Office Lead:
July 16, 2018 Continued

Monday

Evelyn Lim
Kristen Marquardt
Elizabeth Neumann on behalf of James McCament, Policy
Matt King, Policy

Policy

Brian Murphy on behalf of Dave Glawe, I&A
Christina Bobb, ESEC

Objective:
Meeting to provide S1 with an overview of the Australia Five Country Ministerial and discussion of S1’s CT Session to get her steer on structure and focus.

Briefing Materials:
Proposed agenda for CT session

5:30 PM - 5:45 PM

Call TO Director Coats -- NAC Secretary's Office
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
S1

Attendees:
Secretary
Chad Wolf / Miles Taylor
Call Number:
Director Coats

Scheduling Contact:
Scheduler
Director Coats

Briefing Materials:
No
July 17, 2018

8:30 AM - 6:00 PM

Official Travel: Aspen, CO (Aspen Security Forum)
Front Office Lead:
Miles Taylor

DHS SME:
FYI - RRB Conference Rooms Closed
Our conference rooms will be closed for equipment upgrades 9/4 – 9/21. If you need a conference room in the RRB during that time I’m happy to help find alternative options.

DHS Intel & Ops Briefing -- NAC Building 5 SCIF
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [redacted]

Attendees:

1. Secretary
2. Acting Deputy Secretary
3. Chad Wolf
4. Evelyn Lim
5. Miles Taylor
6. Kate Nichols
7. Brandon Wales
8. Tracy Short
9. Ryan Scudder
10. Kristen Marquardt
11. [redacted]
12. Chip Fulghum, MGMT
13. Dave Glawe, I&A
14. [redacted]
15. Brian Murphy, I&A
16. John Mitnick, OGC
17. Rich Chavez, OPS
18. James McCament, Policy
19. Elizabeth Neumann, Policy
20. Jonathan Hoffman, OPA
21. RDML Jones, MIL
22. Christine Ciccone, OLA
23. [via SVTC] James McDonnell, CWMD
24. [via SVTC] Kevin McAleenan, CBP
25. [via SVTC] Admiral Schultz, USCG
26. [via SVTC] Ron Vitiello, ICE
27. [via SVTC] David Pekoske, TSA
28. [via SVTC] Chris Krebs, NPPD
29. [via SVTC] Brock Long, FEMA
30. [via SVTC] Randolph Alles, USSS
31. SBS Briefer
32. SBS Director
33. PDB Briefer
34. FBI Briefer
35. JSOC Liaison
36. NSA Liaison

Notes:

In deference to your time and that of your principals, components and offices with equities that are regularly affected by matters included in the daily intel/ops morning briefing will be asked to have the component/office head, deputy, or chief of operations (or equivalent) available every day; other components and offices will be asked to join on a case-by-case basis at the discretion of the Front Office. In the Secretary’s absence, the Deputy Secretary will chair the briefing.

In the event that one of the top three officials is unavailable, the Front
September 4, 2018 Continued

Office asks that the component/office notify them in advance regarding an appropriate stand-in.

Participating components/offices will be asked to provide threat mitigation or other operational actions relevant to the material briefed. The goal is to provide the Secretary and other departmental leadership with a common understanding of intelligence on matters affecting the Department and the operational activities or needs in response to such intelligence.

To prepare for the daily briefings, I&A and SBS staff will circulate to your staffs at roughly 1230 proposed intelligence products for the following day's Secretary's Daily Brief (SDB). I&A will lead a meeting/SVTC at 1600 to finalize the contents of the briefing and to identify any requests for information or areas of likely discussion at the Secretary's briefing. Every morning at 0730, the Under Secretary for Intelligence and Analysis or his designee will receive the morning briefing from SBS in a meeting/SVTC with component representatives. At that meeting, he will select topics for discussion at the Secretary's intelligence/operations briefing and provide notice to components of his expectations for the briefing. (Not all intelligence products in the book will be raised for discussion with the Secretary.)

The morning briefing with S1 will be held at the TS/SCI level but will not include restricted compartments. Operationally sensitive information may be briefed at the end of the regular meeting with the attendance reduced to those with appropriate compartments and/or need-to-know. Due outs at the briefing will be recorded by SBS and distributed for response by SBS/OPS for inclusion in future briefings or as otherwise appropriate. Components will have the ability to nominate intelligence products for consideration for inclusion in the SDB or to discuss operational matters appropriate for the morning briefing.

Secretary's Staff Meeting

DO NOT FORWARD OR COPY THIS INVITATION
No surrogates will be accepted for this meeting. If there are any questions, please contact [b](6)

Attendees:

DHS-001-00912-00217611/12/2020
September 5, 2018  
Wednesday

All Day

FYI - RRB Conference Rooms Closed
Please See Above

8:30 AM - 8:50 AM

DHS Intel & Ops Briefing -- NAC Building 5 SCIF
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Attendees:
1. Secretary
2. Acting Deputy Secretary
3. Chad Wolf
4. Evelyn Lim
5. Miles Taylor
6. Kate Nichols
7. Brandon Wales
8. Tracy Short
9. Ryan Scudder
10. Kristen Marquardt
11. [b](6)
12. Chip Fulghum, MGMT
13. Dave Glawe, I&A
14. [a](6)
15. Brian Murphy, I&A
16. John Mitnick, OGC
17. Rich Chavez, OPS
18. James McCament, Policy
19. Elizabeth Neumann, Policy
20. Jonathan Hoffman, OPA
21. RDML Jones, MIL
22. Christine Ciccone, OLA
23. [via SVTC] Andre Watson on behalf of James McDonnell, CWMD
24. [via SVTC] Kevin McAleenan, CBP
25. [via SVTC] Admiral Schultz, USCG
26. [via SVTC] Ron Vitiello, ICE
27. [via SVTC] David Pekoske, TSA
28. [via SVTC] Chris Krebs, NPPD
29. [via SVTC] Brock Long, FEMA
30. [via SVTC] Randolph Alles, USSS
31. SBS Briefer
32. SBS Director
33. PDB Briefer
34. FBI Briefer
35. JSOC Liaison
36. NSA Liaison

Notes:
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September 5, 2018 Continued
Wednesday

a case-by-case basis at the discretion of the Front Office. In the Secretary’s absence, the Deputy Secretary will chair the briefing.

In the event that one of the top three officials is unavailable, the Front Office asks that the component/office notify them in advance regarding an appropriate stand-in.

Participating components/offices will be asked to provide threat mitigation or other operational actions relevant to the material briefed. The goal is to provide the Secretary and other departmental leadership with a common understanding of intelligence on matters affecting the Department and the operational activities or needs in response to such intelligence.

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The morning briefing with S1 will be held at the TS/SCI level but will not include restricted compartments. Operationally sensitive information may be briefed at the end of the regular meeting with the attendance reduced to those with appropriate compartments and/or need-to-know. Due outs at the briefing will be recorded by SBS and distributed for response by SBS/OPS for inclusion in future briefings or as otherwise appropriate. Components will have the ability to nominate intelligence products for consideration for inclusion in the SDB or to discuss operational matters appropriate for the morning briefing.
September 6, 2018
Thursday

All Day
FYI - RRB Conference Rooms Closed
Please See Above

8:30 AM - 8:50 AM
DHS Intel & Ops Briefing -- NAC Building 5 SCIF
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact (b)(6)

Attendees:

1. Secretary
2. Acting Deputy Secretary
3. Chad Wolf
4. Evelyn Lim
5. Miles Taylor
6. Kate Nichols
7. Brandon Wales
8. Tracy Short
9. Ryan Scudder
10. Kristen Marquardt
11. (b)(6)
12. Chip Fulghum, MGMT
13. Dave Glawe, I&A
14. (b)(6)
15. Brian Murphy, I&A
16. John Mitnick, OGC
17. Rich Chavez, OPS
18. James McCament, Policy
19. Elizabeth Neumann, Policy
20. Jonathan Hoffman, OPA
21. RDML Jones, MIL
22. Christine Ciccone, OLA
23. [via SVTC] James McDonnell, CWMD
24. [via SVTC] Kevin McAleenan, CBP
25. [via SVTC] Admiral Schultz, USCG
26. [via SVTC] Ron Vitiello, ICE
27. [via SVTC] David Pekoske, TSA
28. [via SVTC] Chris Krebs, NPPD
29. [via SVTC] Brock Long, FEMA
30. [via SVTC] Randolph Alles, USSS
31. SBS Briefer
32. SBS Director
33. PDB Briefer
34. FBI Briefer
35. JSOC Liaison
36. NSA Liaison

Notes:

In deference to your time and that of your principals, components and offices with equities that are regularly affected by matters included in the daily intel/ops morning briefing will be asked to have the **component/office head, deputy, or chief of operations (or equivalent)** available every day; other components and offices will be asked to join on a case-by-case basis at the discretion of the Front Office. In the Secretary's absence, the Deputy Secretary will chair the briefing.

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The morning briefing with S1 will be held at the TS/SCI level but will not include restricted compartments. Operationally sensitive information may be briefed at the end of the regular meeting with the attendance reduced to those with appropriate compartments and/or need-to-know. Due outs at the briefing will be recorded by SBS and distributed for response by SBS/OPS for inclusion in future briefings or as otherwise appropriate. Components will have the ability to nominate intelligence products for consideration for inclusion in the SDB or to discuss operational matters appropriate for the morning briefing.
September 7, 2018

Frida
All Day
8:30 AM - 8:50 AM

DHS intel & Ops Briefing -- NAC Building 5 SCIF
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Attendees:
1. Secretary
2. Acting Deputy Secretary
3. Chad Wolf
4. Evelyn Lim
5. Miles Taylor
6. Kate Nichols
7. Brandon Wales
8. Tracy Short
9. Ryan Scudder
10. Kristen Marquardt
11. Chip Fulghum, MGMT
12. Dave Glawe, I&A
13. Brian Murphy, I&A
14. John Mitnick, OGC
15. Rich Chavez, OPS
16. James McCament, Policy
17. Elizabeth Neumann, Policy
18. Jonathan Hoffman, OPA
September 7, 2018 Continued
Friday

21. RDML Jones, MIL
22. Christine Ciccone, OLA
23. [via SVTC] James McDonnell, CWMD
24. [via SVTC] Kevin McAleenan, CBP
25. [via SVTC] Admiral Schultz, USCG
26. [via SVTC] Ron Vitiello, ICE
27. [via SVTC] David Pekoske, TSA
28. [via SVTC] Chris Krebs, NPPD
29. [via SVTC] Brock Long, FEMA
30. [via SVTC] Randolph Alles, USSS
31. SBS Briefer
32. SBS Director
33. PDB Briefer
34. FBI Briefer
35. JSOC Liaison
36. NSA Liaison

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September 8, 2018
Saturday

All Day

FYI - RRB Conference Rooms Closed

Please See Above
<table>
<thead>
<tr>
<th>All Day</th>
<th>FYI - RRB Conference Rooms Closed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sunday</td>
<td>Please See Above</td>
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</tbody>
</table>
September 10, 2018

FYI - RRB Conference Rooms Closed

Please See Above

DHS Intel & Ops Briefing -- NAC Building 5 SCIF

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [b](6)

Attendees:

1. Secretary
2. Acting Deputy Secretary
3. Chad Wolf
4. Evelyn Lim
5. Miles Taylor
6. Kate Nichols
7. Brandon Wales
8. Tracy Short
9. Ryan Scudder
10. Kristen Marquardt
11. Chip Fulghum, MGMT
12. Dave Glawe, I&A
13. [b](6) I&A
14. Brian Murphy, I&A
15. John Mitnick, OGC
16. Rich Chavez, OPS
17. James McCament, Policy
18. Elizabeth Neumann, Policy
19. Jonathan Hoffman, OPA
Notes:

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September 11, 2018

Tuesday

All Day

FYI - RRB Conference Rooms Closed

Please See Above
September 12, 2018
Wednesday

All Day

FYI - RRB Conference Rooms Closed
Please See Above

8:30 AM - 8:50 AM

DHS Intel & Ops Briefing -- NAC Building 5 SCIF / S1 from RRB 7th Floor SCIF (7.3.C)
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact (b)(6)

Attendees:

1. Secretary
2. Acting Deputy Secretary
3. Chad Wolf
4. Evelyn Lim
5. Miles Taylor
6. Kate Nichols
7. Brandon Wales
8. Tracy Short
9. Ryan Scudder
10. Kristen Marquardt
11. (b)(6)
12. Chip Fulghum, MGMT
13. Dave Glawe, I&A
14. (b)(6) I&A
15. Brian Murphy, I&A
16. John Mitnick, OGC
17. Rich Chavez, OPS
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19. Elizabeth Neumann, Policy
20. Jonathan Hoffman, OPA
21. RDML Jones, MIL
22. Christine Ciccone, OLA
23. [via SVTC] James McDonnell, CWMD
24. [via SVTC] Kevin McAleenan, CBP
25. [via SVTC] Admiral Schultz, USCG
26. [via SVTC] Ron Vitiello, ICE
27. [via SVTC] David Pekoske, TSA
28. [via SVTC] Chris Krebs, NPPD
29. [via SVTC] Brock Long, FEMA
30. [via SVTC] Randolph Alles, USSS
31. SBS Briefer
32. SBS Director
33. PDB Briefer
34. FBI Briefer
35. JSOC Liaison
36. NSA Liaison

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September 12, 2018 Continued

Wednesday

Participating components/offices will be asked to provide threat mitigation or other operational actions relevant to the material briefed. The goal is to provide the Secretary and other departmental leadership with a common understanding of intelligence on matters affecting the Department and the operational activities or needs in response to such intelligence.

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September 13, 2018

Thursday

All Day

FYI - RRB Conference Rooms Closed

Please See Above

7:30 AM - 8:30 AM

Phone Calls & PDB Reading

8:30 AM - 8:50 AM

DHS Intel & Ops Briefing -- NAC Building 5 SCIF

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact...

Attendees:

1. Secretary
2. Acting Deputy Secretary
3. Chad Wolf
4. Evelyn Lim
5. Miles Taylor
6. Kate Nichols
7. Brandon Wales
8. Tracy Short
9. Ryan Scudder
10. Kristen Marguardt
11. [b][/b]
12. Chip Fulghum, MGMT
13. Dave Glawe, I&A
14. [b][/b]
15. Brian Murphy, I&A
16. John Mitnick, OGC
17. Rich Chavez, OPS
18. James McCament, Policy
19. Elizabeth Neumann, Policy
20. Jonathan Hoffman, OPA
21. RDML Jones, MIL
22. Christine Ciccone, OLA
23. [via SVTC] William Clift on behalf of James McDonnell, CWMD
24. [via SVTC] Kevin McAleenan, CBP
25. [via SVTC] Admiral Schultz, USCG
26. [via SVTC] Ron Vitiello, ICE
27. [via SVTC] David Pekoske, TSA
28. [via SVTC] Chris Krebs, NPPD
29. [via SVTC] Brock Long, FEMA
30. [via SVTC] Randolph Alles, USSS
31. SBS Briefer
32. SBS Director
33. PDB Briefer
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35. JSOC Liaison
36. NSA Liaison

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September 14, 2018
Friday

All Day
FYI - RRB Conference Rooms Closed
Please See Above

7:30 AM - 8:30 AM
Phone Calls & PDB Reading

8:30 AM - 8:50 AM
DHS Intel & Ops Briefing -- NAC Building 5 SCIF
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If there are any questions, please contact

Attendees:
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3. Chad Wolf
4. Evelyn Lim
5. Miles Taylor
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7. Brandon Wales
8. Tracy Short
9. Ryan Scudder
10. Kristen Marquardt
11. [redacted]
12. Chip Fulghum, MGMT
13. Dave Glawe, I&A
14. [redacted]
15. Brian Murphy, I&A
16. John Mitnick, OGC
17. Rich Chavez, OPS
18. James McCament, Policy
19. Elizabeth Neumann, Policy
20. Jonathan Hoffman, OPA
21. RDML Jones, MIL
22. Christine Ciccone, OLA
23. [via SVTC] Andre Watson on behalf of James McDonnell, CWMD
24. [via SVTC] Kevin McAleenan, CBP
25. [via SVTC] Admiral Schultz, USCG
26. [via SVTC] Ron Vitiello, ICE
27. [via SVTC] David Pekoske, TSA
28. [via SVTC] Chris Krebs, NPPD
29. [via SVTC] Brock Long, FEMA
30. [via SVTC] Randolph Alles, USSS
31. SBS Briefer
32. SBS Director
33. PDB Briefer
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September 15, 2018
Saturday

All Day
FYI - RRB Conference Rooms Closed

Please See Above
### September 17, 2018

#### Monday

**All Day**

FYI - RRB Conference Rooms Closed

Please See Above

**7:30 AM - 8:30 AM**

Phone Calls & PDB Reading

**8:30 AM - 8:50 AM**

DHS Intel & Ops Briefing -- NAC Building 5 SCIF

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [redacted]

#### Attendees:

1. Secretary
2. Acting Deputy Secretary
3. Chad Wolf
4. Evelyn Lim
5. Miles Taylor
6. Kate Nichols
7. Brandon Wales
8. Tracy Short
9. Ryan Scudder
10. Kristen Marquardt
11. [redacted]
12. Chip Fulghum, MGMT
13. Dave Glawe, I&A
14. [redacted]
15. Brian Murphy, I&A
16. John Mitnick, OGC
17. Rich Chavez, OPS
18. James McCament, Policy
September 17, 2018 Continued

Monday

19. Elizabeth Neumann, Policy
20. Jonathan Hoffman, OPA
21. RDML Jones, MIL
22. Christine Ciccone, OLA
23. [via SVTC] James McDonnell, CWMD
24. [via SVTC] Kevin McAleenan, CBP
25. [via SVTC] Admiral Schultz, USCG
26. [via SVTC] Ron Vitiello, ICE
27. [via SVTC] David Pekoske, TSA
28. [via SVTC] Chris Krebs, NPPD
29. [via SVTC] Brock Long, FEMA
30. [via SVTC] Randolph Alles, USSS
31. SBS Briefer
32. SBS Director
33. PDB Briefer
34. FBI Briefer
35. JSOC Liaison
36. NSA Liaison

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### September 17, 2018 Continued

**Monday**

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>11:40 AM - 12:00 PM</td>
<td>Travel to DCA</td>
</tr>
<tr>
<td>12:15 PM - 1:10 PM</td>
<td>Wheels Up: Raleigh, NC</td>
</tr>
<tr>
<td>1:10 PM - 4:20 PM</td>
<td>Official Travel: Raleigh, NC</td>
</tr>
<tr>
<td>4:20 PM - 4:50 PM</td>
<td>Wheels Up: Kinston, NC</td>
</tr>
<tr>
<td>4:50 PM - 6:35 PM</td>
<td>Official Travel: Kinston, NC</td>
</tr>
<tr>
<td>6:35 PM - 7:35 PM</td>
<td>Wheels Up: Washington, DC</td>
</tr>
</tbody>
</table>
September 18, 2018
Tuesday

All Day
FYI - RRB Conference Rooms Closed
Please See Above

12:00 AM - 12:00 AM
NOTE: UNGA

7:30 AM - 8:30 AM
Phone Calls & PDB Reading

8:30 AM - 8:50 AM
DHS Intel & Ops Briefing -- NAC Building 5 SCIF
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [redacted]

Attendees:
1. Secretary
2. Acting Deputy Secretary
3. Chad Wolf
4. Evelyn Lim
5. Miles Taylor
6. Kate Nichols
7. Brandon Wales
8. Tracy Short
9. Ryan Scudder
10. Kristen Marquardt
11. [redacted]
12. Chip Fulghum, MGMT
13. Dave Glawe, I&A
14. [redacted]
15. Brian Murphy, I&A
16. John Mitnick, OGC
17. Rich Chavez, OPS
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NOTES:

18. James Mccament, Policy
19. Elizabeth Neumann, Policy
20. Jonathan Hoffman, OPA
21. RDML Jones, MIL
22. Christine Ciccone, OLA
23. [via SVTC] James McDonnell, CWMD
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Travel to TSA HQ

September 18, 2018 Continued

Tuesda
8:40 AM • 9:10 AM

The Secretary will be briefed at the TS/SCI level but will not attend the morning briefing with S1. Intelligence products in the book will be raised for discussion with the Secretary. A few topics are expected to arise for the briefing. (Not all topics are component intelligence priorities, which may or may not be discussed.)

At the Secretary's direction, the Under Secretary for Intelligence and Analysis and I will prepare a proposed intelligence briefing for the following day's Secretary's daily brief (SDB). During the meeting at 1600 [with the component representatives], I/TAO will lead a meeting at which the proposed intelligence briefing will be discussed.

Every intelligence officer should ensure information or topics of interest are raised during the briefing. The morning briefing will be held at the TS/SCI level but will not include restricted compartments. Operationally sensitive information may be briefed at the meeting with the reduced audience, but with appropriate compartments.

The morning briefing with S1 will be held at the TS/SCI level but will not include restricted compartments. Operationally sensitive information may be briefed at the meeting with the reduced audience, but with appropriate compartments.

To prepare for the daily briefings, I/TAO and SBS staff will circulate to your staffs at roughly 1230 proposed intelligence products for the following day's Secretary's Daily Brief (SDB) briefing. I/TAO will lead a meeting at 1600 [with the component representatives], during which the proposed intelligence briefing will be discussed.
September 18, 2018 Continued
Tuesday

9:15 AM - 2:30 PM

Remarks: HSAC Meeting -- TSA HQ 601 S 12th Street Arlington, VA 20598

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
S1

Front Office Lead:
COS

Staff SME:
Mick McKeown

After Action Officer:
Mick McKeown

DHS Advance Lead:

Attendees:
Secretary
Chad Wolf
Mick McKeown
Brandon Wales
Kristen Marquardt
Ryan Scudder
Homeland Security Advisory Council Meeting

Notes:
601 S 12th Street Arlington, VA 20598
TSAG HQ

Location:

Jonathan Hoffman

Information:

S1 will attend from 9:15am - 2:30pm

8 new HSAC members

At the open session, S1 will deliver welcome remarks and swear in the new HSAC members.  The open session will take place in the Town Hall Room at 9:15am.

Hold room available upon arrival.

Information:

S1 will attend from 9:15am - 2:30pm

8 new HSAC members

At the open session, S1 will deliver welcome remarks and swear in the new HSAC members.  The open session will take place in the Town Hall Room at 9:15am.

The closed sessions will take place in the Executive Conference Room at large boardroom table with additional seating along sides of the room.

Each closed session will contain a presentation and a brief time for questions.

Closed sessions from 9:15-12:00pm will be at Secret level.

Closed sessions from 12:15-1:20pm will be at S1 level.

Mick McKeown and Bill Bratton

S1 will be seated with HSAC leadership: Judge William Webster, Administrator, TSA and Mick McKeown, Executive Director, HSAC.

Upon arrival, S1 will be greeted by Patricia Cogswell, Deputy Administrator, TSA and Mick McKeown, Executive Director, HSAC.

The closed sessions will take place in the Executive Conference Room at large boardroom table with additional seating along sides of the room.

S1 will deliver an OHS Update and provide Taskings at the 12:30pm session.

At the open session, S1 will deliver welcome remarks and swear in 8 new HSAC members.  The open session will take place in the Town Hall Room at 9:15am.

Information:

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Mick McKeown and Bill Bratton

S1 will be seated with HSAC leadership: Judge William Webster, Administrator, TSA and Mick McKeown, Executive Director, HSAC.

Upon arrival, S1 will be greeted by Patricia Cogswell, Deputy Administrator, TSA and Mick McKeown, Executive Director, HSAC.

The closed sessions will take place in the Executive Conference Room at large boardroom table with additional seating along sides of the room.

S1 will deliver an OHS Update and provide Taskings at the 12:30pm session.

At the open session, S1 will deliver welcome remarks and swear in 8 new HSAC members.  The open session will take place in the Town Hall Room at 9:15am.
Unclassified

September 18, 2018 Continued Tuesday

One Bloomberg journalist has registered for the open session.

Session from 1:30pm-2:30pm. Registration is now closed.

10-15 members of the public will be in attendance at the open session.

Tick-Tock:

9:00am: St. arrives at TSA Headquarters, greeted by Patricia Cogswell, Deputy Administrator, Transportation Security Administration.


9:45am: Walk to Executive Conference Room

10:00am: Hold room available

10:15am: Closed Sessions Begin. Counterterrorism Update - David J. Glaw, Under Secretary, Office of Intelligence and Analysis.

11:15am: Transportation Security Update - Patricia Cogswell, Deputy Administrator, Transportation Security Administration.

11:45am: Break for lunch, hold room available.
September 18, 2018 Continued

Tuesday

3:30 PM - 4:00 PM

Meeting with OPIC -- TSA HQ, Room E7-407N, 601 S 12th Street Arlington, VA 20598

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:

OPIC

Front Office Lead:

Tracy / John

DHS SME:

David Cloe and Matt Hayden

DHS Advance Lead:

Savannah

Attendees:

Secretary

Chad Wolf / Miles Taylor

James McCament, Policy

Matt Hayden, OPE

External attendees:

DHS-001-00912-00220911/12/2020
Location:

TSA HQ 601 S 12th Street
Arlington, VA 20598

External Scheduling / Protocol Contact:

1100 New York Ave, NW | Washington DC 20527
The U.S. Government's Development Finance Institution
Overseas Private Investment Corporation
Confidential Assistant to the President & CEO

Tuesday, September 18, 2018 Continued
September 18, 2018 Continued
Tuesday
September 19, 2018 Continued

Wednesday

Notes:
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<table>
<thead>
<tr>
<th>Requester:</th>
<th>Sen. Heitkamp</th>
</tr>
</thead>
<tbody>
<tr>
<td>Front Office Lead:</td>
<td>Christine Ciccone</td>
</tr>
<tr>
<td>DHS SME:</td>
<td>David Wonnenberg</td>
</tr>
</tbody>
</table>
| Attendees:          | Secretary
                      Chad Wolf
                      Christine Ciccone |
| Call Number:        | (staffer will answer)  |
| Scheduling Contact:| Scheduling Director and Executive Assistant
                      Senator Heidi Heitkamp
                      Direct 516 Hart Senate Office Building |
Notes:

Senator Heitkamp would like to set up a call with Secretary Nielsen in the next couple of weeks to discuss BP agent and officer retention efforts in rural and hard-to-fill areas.

Briefing Materials:

Briefing memo, talking points

11:15 AM - 12:10 PM
Lunch / Call Time

11:45 AM - 12:00 PM
Call TO Senator Lankford -- RRB Secretary’s Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact __________

Requester:
Senator Lankford

Front Office Lead:
Christine Ciccone

Staff SME:
Christine Ciccone

Attendees:
Secretary
Chad Wolf
Christine Ciccone
September 20, 2018 Continued
Thursday

Call Number:

(Senator's cell)

Scheduling Contact:

Senator Lankford

Notes:

Briefing Materials:

Briefing memo, talking points

12:10 PM - 12:20 PM

Travel to FEMA HQ

12:30 PM - 1:30 PM

FEMA Hurricane Florence Interagency VTC & NRCC Visit -- FEMA HQ, 500 C St SW, Room M01

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:

S1
September 20, 2018 Continued

Front Office Lead:
Brandon Wales

OHS SME:
Brock Long

Advance Lead:
Brandon Wales

Additional attendees invited separately:
Chad Wolf / Miles Taylor

Attendees:
Secretary

Call Number:

Location:
FEMA HQ
Room M01
500 C St. SW

Call-in Number:

Speaking Pin:

Secretary
Chad Wolf / Miles Taylor

Attendance:

Brandon Wales
September 20, 2018 Continued
Thursday

Notes:
Hurricane Florence Interagency VTC

Briefing Materials:
No

1:30 PM - 2:15 PM
Office / Call Time -- FEMA Hold Room

2:00 PM - 2:15 PM
Call TO Gen. Nakasone (classified) -- FEMA HQ, 500 C St SW, Room 200G
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [redacted]

Requester:
Gen. Nakasone

Front Office Lead:
Brandon Wales

Staff SME:
Chris Krebs

Attendees:
September 21, 2018
Friday

12:00 AM - 12:00 AM
FYI - RRB Conference Rooms Closed
Please See Above

All Day
NOTE: UNGA
Please See Above

8:05 AM - 8:20 AM
Travel to DCA

8:30 AM - 8:50 AM
DHS Intel & Ops Briefing – NAC Building 5 SCIF

DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [ ]

Attendees:
1. Secretary
2. Acting Deputy Secretary
3. Chad Wolf
4. Evelyn Lim
5. Miles Taylor
6. Kate Nichols
7. Brandon Wales
8. Tracy Short
9. Ryan Scudder
10. John Gountanis
11. Kristen Marguardt
12. Chip Fulghum, MGMT
13. Dave Glawe, I&A
14. Brian Murphy, I&A
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16. James McCament, Policy
17. Elizabeth Neumann, Policy
18. Jonathan Hoffman, OPA
19. RDML Jones, MIL
20. Christine Ciccone, OLA
22. [via SVTC] Kevin McAleenan, CBP
23. [via SVTC] Admiral Schultz, USCG
24. [via SVTC] Ron Vitiello, ICE
25. [via SVTC] David Pekoske, TSA
26. [via SVTC] Chris Krebs, NPPD
27. [via SVTC] Brock Long, FEMA
28. [via SVTC] Randolph Alles, USSS
29. SBS Briefer
30. SBS Director
31. PDB Briefer
32. FBI Briefer
33. JSOC Liaison
34. NSA Liaison
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8:35 AM - 12:20 PM
Wheels Up: Aspen, CO

9:30 AM - 10:00 AM
S1 Conference Call -- S1 from plane
DO NOT FORWARD OR COPY THIS INVITATION
September 21, 2018 Continued

If there are any questions, please contact [fb_H]

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Brock Long
John Mitnick

Call Number:
[NOC]

Please call the NOC to join this call; the NOC will call cell to add S1.

Notes:
9:30am EDT conference call

Briefing Materials:
No

12:20 PM - 10:30 PM
Official Travel: Aspen, CO
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>NOTE: UNGA</td>
</tr>
<tr>
<td>10:00 AM - 10:00 PM</td>
<td>Official Travel: Aspen, CO (The Weekend)</td>
</tr>
</tbody>
</table>
### September 23, 2018

**Sunday**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Day</td>
<td>NOTE: UNGA Please See Above</td>
</tr>
<tr>
<td>12:00 PM - 3:15 PM</td>
<td>Wheels Up: Washington, DC</td>
</tr>
<tr>
<td>3:30 PM - 3:45 PM</td>
<td>Travel to Residence</td>
</tr>
</tbody>
</table>
September 24, 2018

Monday

12:00 AM - 12:00 AM
NOTE: UNGA

7:30 AM - 8:30 AM
Phone Calls & PDB Reading

8:30 AM - 8:50 AM
DHS Intel & Ops Briefing -- NAC Building S SCIF / S1 from RRB, 7th Floor SCIF (Room 7.3C)
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [redacted]

Attendees:
1. Secretary
2. Acting Deputy Secretary
3. Chad Wolf
4. Evelyn Lim
5. Miles Taylor
6. Kate Nichols
7. Brandon Wales
8. Tracy Short
9. Ryan Scudder
10. John Gountanis
11. Kristen Marguardt
12. [redacted]
13. Chip Fulghum, MGMT
14. Dave Glawe, I&A
15. [redacted]
16. Brian Murphy, I&A
17. John Mitnick, OGC
18. Rich Chavez, OPS
19. James McCament, Policy
20. Elizabeth Neumann, Policy
22. RDML Jones, MIL
23. Christine Ciccone, OLA
24. [via SVTC] James McDonnell, CWMD
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26. [via SVTC] Admiral Schultz, USCG
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28. [via SVTC] David Pekoske, TSA
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30. [via SVTC] Brock Long, FEMA
31. [via SVTC] Randolph Alles, USSS
32. SBS Briefer
33. SBS Director
34. PDB Briefer
35. FBI Briefer
36. JSOC Liaison
37. NSA Liaison

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9:00 AM - 9:30 AM

Secretary's Staff Meeting -- RRB Secretary's Conference Room / Dial-in Access Code:

DO NOT FORWARD OR COPY THIS INVITATION

No surrogates will be accepted for this meeting. If there are any questions, please contact.
Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Evelyn Lim
Kate Nichols
Brandon Wales
Tracy Short
John Gountanis
Ryan Scudder
Kristen Marquardt
Chip Fulghum, MGMT
John Hill, OPE
Jonathan Hoffman, OPA
Christine Ciccone, OLA
John Mitnick, OGC
James McCament, Policy
Patrick Kearney
Christina Bobb, ESEC
SAG
Eliza Thurston

Call Number:
September 24, 2018 Continued

Monday

9:30 AM - 10:00 AM
Office Time

10:00 AM - 10:30 AM
Election Follow-up -- RRB, 7th Floor SCIF (Room 7.3C)
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [redacted]

Requester:
S1

Front Office Lead:
Brandon Wales

Staff SME:
Chris Krebs

After Action Officer:
Chris Krebs

Attendees:
Secretary
Acting Deputy Secretary
September 24, 2018 Continued
Monday

Chad Wolf
Miles Taylor
Brandon Wales
Chris Krebs, NPPD
David Glawe, I&A

Objective:
Election follow-up

Briefing Materials:
No

10:30 AM - 11:15 AM
USCG Cyber Options & Proposal -- RRB, 7th Floor SCIF (Room 7.3C)
DO NOT FORWARD OR COPY THIS INVITATION

No surrogates will be accepted for this meeting. If there are any questions, please contact [blank]

Front Office Lead:
Brandon Wales

DHS SME:
Tom McDermott

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf / Miles Taylor
September 24, 2018 Continued
Monday

2:00 PM - 2:15 PM
Travel to RRB

2:15 PM - 3:30 PM
Office Time

3:30 PM - 4:00 PM
Private Appointment → RRB Secretary's Office

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact 9(6)

Requester:
S1

Front Office Lead:
COS

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Evelyn Lim

Objective:
ET : DD
September 24, 2018 Continued
Monday

Briefing Materials:

No
September 25, 2018
Tuesday

Phone Calls & PDB Reading

DHS Intel & Ops Briefing -- NAC Building 5 SCIF

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact...

Attendees:
1. Secretary
2. Acting Deputy Secretary
3. Chad Wolf
4. Evelyn Lim
5. Miles Taylor
6. Kate Nichols
7. Brandon Wales
8. Tracy Short
9. Ryan Scudder
10. John Goutanis
11. Kristen Marguardt
12. [b](6)
13. Chip Fulghum, MGMT
14. Dave Glawe, I&A
15. [b](6)
16. Brian Murphy, I&A
17. John Mitnick, OGC
18. Rich Chavez, OPS
19. James McCament, Policy
20. Elizabeth Neumann, Policy
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25. [via SVTC] Kevin McAleenan, CBP
26. [via SVTC] Admiral Schultz, USCG
27. [via SVTC] Ron Vitiello, ICE
28. [via SVTC] David Pekoske, TSA
29. [via SVTC] Chris Krebs, NPPD
30. [via SVTC] Brock Long, FEMA
31. [via SVTC] Randolph Alles, USSS
32. SBS Briefer
33. SBS Director
34. PDB Briefer
35. FBI Briefer
36. JSOC Liaison
37. NSA Liaison

Notes:
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September 25, 2018
Continued

Tuesdays, 10:45 AM - 11:30 AM

Component/office head, deputy, or chief of operations (or equivalent) available every day; other components and offices will be asked to join on a case-by-case basis at the discretion of the Front Office. In the Secretary's absence, the Deputy Secretary will chair the briefing.

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To forward or copy this invitation...
Objective:

To provide SI with a Cyber Threats and Response update

Attendees:

Secretary
Acting Deputy Secretary
Secretary

Chris Krebs

DHS SME:

Brandon Wales

CAPMO

Chirs Vreught, 18A
David Glawe, 18A
Tom Mcdonald, Policy
Jason Ogden, Nppd
Jeanelle Marra, Nppd
Chris Krebs, Nppd
Brandon Wales
Chad Wolf, Miles Taylor

Front Office Lead:

Tuesda
September 25, 2018 Continued
Tuesday

**11:40 AM - 11:50 AM**
Departure Photo[redacted] -- NAC Building 5, S1 Lobby

**DO NOT FORWARD OR COPY THIS INVITATION**

If there are any questions, please contact

**Attendees:**

Secretary

[redacted] USSS

**Objective:**

Departure photo with[redacted]

**Briefing Materials:**

No

**12:00 PM - 1:00 PM**
Lunch with ADM Schultz -- NAC, Mount Vernon Dining Room (MVR)

**DO NOT FORWARD OR COPY THIS INVITATION**

If there are any questions, please contact

**Requester:**

S1
Front Office Lead:

ADM Schultz

Secretary:

Attendees:

DHS SME

COS

Objective:

Lunch meeting with ADM Schultz (part of the component leadership lunch)

If there are any questions, please contact...
Objective:

To provide S1 with a briefing on options for changing the credible fear
September 25, 2018 Continued

Tuesda

Briefing Materials:

2:30 PM - 2:45 PM Call TO Secretary Videgaray -- RRB Secretary's Office

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact .... fb_lr6

Requester:

Front Office Lead:

S1

Requester:

Notes:

The Secretary's assistant will facilitate

Secretary

Chad Wolf / Miles Taylor

Attendees:

Mike Hutton

SME:

DOCS

If there are any questions, please contact .... fb_lr6

Briefing memo

Briefing Materials:

Proceed.
September 25, 2018
Continued

2:45 PM - 3:00 PM
3:00 PM - 3:30 PM

Call to Secretary Videgaray re: Mexico trip

Briefing Materials:

NO

See Something, Say Something Photo Op -- NAC Building 18, 2nd Floor, 01-223

If there are any questions, please contact [Redacted].

3:45 PM - 3:00 PM

Strategic Plan Meeting -- NAC Secretary's Office

NO

Briefing Materials:

NO

If there are any questions, please contact [Redacted].

Additional attendees invited separately

Evlyn Lim

Secretary

Attendees:

OPE / OPA

Requester:

If there are any questions, please contact [Redacted].

OPE / OPA

Requester:

If there are any questions, please contact [Redacted].

See Something, Say Something Photo Op -- NAC Building 18, 2nd Floor, 01-223

Objective:

To join OPE if you see Something, Say Something for a photo op in support of See Say Day

See Something, Say Something Photo Op -- NAC Building 18, 2nd Floor, 01-223

If there are any questions, please contact [Redacted].
September 25, 2018 Continued

Tuesday

**Requester:**
S1

**Front Office Lead:**
COS

**Attendees:**
Secretary
Chad Wolf
Miles Taylor
Evelyn Lim
Nate Jensen

**Objective:**
To discuss S1's strategic plan

**Briefing Materials:**
No

4:00 PM - 4:30 PM

Private Appointment -- NAC Secretary’s Office

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [blank]

**Requester:**
S1
September 26, 2018

Wednesday

7:30 AM - 8:30 AM
Phone Calls & PDB Reading

8:30 AM - 11:30 AM
Private Appointment

8:30 AM - 8:50 AM
DHS Intel & Ops Briefing – NAC Building S SCIF / S1 from RRB 7th Floor SCIF
DO NOT FORWARD OR COPY THIS INV

If there are any questions, please contact

Attendees:
1. Secretary
2. Acting Deputy Secretary
3. Chad Wolf
4. Evelyn Lim
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6. Kate Nichols
7. Brandon Wales
8. Tracy Short
9. Ryan Scudder
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27. [via SVTC] Chris Krebs, NPPD
28. [via SVTC] Brock Long, FEMA
29. [via SVTC] Randolph Alles, USSS
30. SBS Briefer
31. SBS Director
32. PDB Briefer
33. FBI Briefer
34. JSOC Liaison
35. NSA Liaison

Notes:
In deference to your time and that of your principals, components and
September 26, 2018 Continued

Wednesday

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daily intel/ops morning briefing will be asked to have the
component/office head, deputy, or chief of operations (or equivalent)
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for inclusion in future briefings or as otherwise appropriate. Components
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inclusion in the SDB or to discuss operational matters appropriate for the
morning briefing.

12:10 PM - 12:30 PM
Travel to USCG HQ

12:45 PM - 2:00 PM
Remarks: Anniversary of the Sinking of the USSS TAMPA -- USCG HQ, Ray Evans Conference Center

DO NOT FORWARD OR COPY THIS INVITATION If there are any questions, please contact

Requester:

DHS-001-00912-00224011/12/2020
USCG

Front Office Lead:
Jonathan Hoffman / OPA

Staff SME:
[redacted]

After Action Officer:
N/A

DHS Advance Lead:
[redacted]

Attendees:
Secretary
Chad Wolf / Miles Taylor

Location:
USCG HQ
Ray Evans Conference Center

Advance Contact:
USCG Protective Services Detail
[redacted]

Notes:
100th Anniversary of the Sinking of the USSS TAMPA

The ceremony will take place in the CDR Ray Evans Conference Center, 1300-1400. Currently the organizers are planning for S1, CCG, and Rep. Kathy Castor to provide remarks during the ceremony.

Information:
- Upon arrival, S1 will be greeted by ADM Karl L. Schultz, Commandant and ADM Charles Ray, Vice Commandant.
- Hold room available upon arrival. Following hold, S1 will join official party in green room for short pre-brief on ceremony logistics.
- Official Party:
  o THE SECRETARY
  o ADM Karl Schultz, Commandant, USCG
  o CAPT Thomas Walcott, Chaplain, USCG
- MC is Financial Management Procurement Service/Business Process Re-Engineering Travel Manager, USCG
- Official party will walk together to the Anteroom for off-stage announce.
- S1 will be seated on stage throughout the event with the official
September 26, 2018 Continued

Wednesday

party. Remarks will be made from podium with wired podium mic.
- Ceremony will consist of Presentation of Colors, National Anthem, Invocation, Remarks from the Commandant, Remarks from Rep. Kathy Castor, Remarks from S1, Presentation of the Wreath by S1 and the Commandant, Reading of Names, and Benediction.
- Location: Ray Evans Conference Center – Auditorium and Anteroom. Green Room and Hold Room available near the auditorium.
- 150-200 guests will be in attendance consisting mostly of USCG personnel and family members of the USS TAMPA crew. Guests from the Navy League and the American Legion Post #5 (Tampa, FL) will also be in attendance.
- Event is open to the press. USCG is not currently aware of any press attending.
- There will be a video recording of the event, but no livestreaming.

Tick-Tock:
12:30pm: S1 arrives at USCG HQ, greeted by ADM Karl L. Schultz, Commandant and ADM Charles Ray, Vice Commandant
12:31pm: Walk to 6th floor Ray Evans Conference Center
12:33pm: Hold room available for remarks prep
12:43pm: Walk to Green Room for pre-brief with official party – S1, Rep. Kathy Castor, ADM Karl Schultz, and
12:45pm: Official party convenes for pre-brief in Green Room
12:55pm: Official party walks to off-stage announce
1:00pm: Official party enters, proceeds to seats (remain standing)
1:02pm: Ceremony Start; Honor Guard (HG) presents colors
1:05pm: Invocation delivered by Chaplain
1:05pm: MC Introduction of CCG; CCG Remarks
1:25pm: MC Introduction of S1; S1 Remarks
1:35pm: MC Announces Presentation of Wreath; S1 & CCG present w/HG
1:40pm: MC Introduction of Readers to Commence Reading of the Names
1:41pm: Reading of Names
1:51pm: End Reading of Names / Taps
1:53pm: Benediction delivered by
1:55pm: Official party departs
2:00pm: S1 Departs USCG HQ

Briefing Materials:
Agenda, remarks
September 26, 2018 Continued

Wednesday

2:00 PM - 2:25 PM

Travel to RRB

3:30 PM - 4:00 PM

H-1B Proposed Rule Briefing -- RRB Large Conference Room (Room 4.4A)

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [Contact Information]

Requester:

USCIS

Front Office Lead:

John Gountanis

DHS SME:

Francis Cissna

Attendees:

Secretary

Acting Deputy Secretary Grady

Chad Wolf / Miles Taylor

Kate Nichols

John Gountanis

Francis Cissna, USCIS

Craig Symons, USCIS

John Mitnick, OGC

Mike Dougherty on behalf of James McCament, Policy

Jonathan Hoffman or Tyler Houlton, OPA
September 26, 2018 Continued
Wednesday

Meredith Williams, SAG
Christina Bobb, ESEC

Objective:
Briefing to discuss H-1B proposed rule

Briefing Materials:
Briefing memo
September 27, 2018
Thursday

7:30 AM - 8:30 AM
Phone Calls & PDB Reading

8:30 AM - 8:50 AM
DHS Intel & Ops Briefing -- NAC Building S SCIF / S1 from RRB, 7th Floor SCIF (Room 7.3C)
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact.

Attendees:
1. Secretary
2. Acting Deputy Secretary
3. Chad Wolf
4. Evelyn Lim
5. Miles Taylor
6. Kate Nichols
7. Brandon Wales
8. Tracy Short
9. Ryan Scudder
10. John Gountanis
11. Kristen Marquardt
12. Chip Fulghum, MGMT
13. Dave Glawe, I&A
14. Brian Murphy, I&A
15. John Mitnick, OGC
16. Rich Chavez, OPS
17. James McCament, Policy
18. Elizabeth Neumann, Policy
19. Jonathan Hoffman, OPA
20. RDML Jones, MIL
21. Christine Ciccone, OLA
22. [via SVTC] James McDonnell, CWMD
23. [via SVTC] Kevin McAleenan, CBP
24. [via SVTC] Admiral Schultz, USCG
25. [via SVTC] Ron Vitiello, ICE
26. [via SVTC] David Pekoske, TSA
27. [via SVTC] Chris Krebs, NPPD
28. [via SVTC] Brock Long, FEMA
29. [via SVTC] Randolph Alles, USSS
30. SBS Briefer
31. SBS Director
32. PDB Briefer
33. FBI Briefer
34. JSOC Liaison
35. NSA Liaison

Notes:
In deference to your time and that of your principals, components and offices with equities that are regularly affected by matters included in the daily intel/ops morning briefing will be asked to have the
component/office head, deputy, or chief of operations (or equivalent) available every day; other components and offices will be asked to join on a case-by-case basis at the discretion of the Front Office. In the Secretary's absence, the Deputy Secretary will chair the briefing.

In the event that one of the top three officials is unavailable, the Front Office asks that the component/office notify them in advance regarding an appropriate stand-in.

Participating components/offices will be asked to provide threat mitigation or other operational actions relevant to the material briefed. The goal is to provide the Secretary and other departmental leadership with a common understanding of intelligence on matters affecting the Department and the operational activities or needs in response to such intelligence.

To prepare for the daily briefings, I&A and SBS staff will circulate to your staffs at roughly 1230 proposed intelligence products for the following day's Secretary's Daily Brief (SDB). I&A will lead a meeting/SVTC at 1600 to finalize the contents of the briefing and to identify any requests for information or areas of likely discussion at the Secretary's briefing. Every morning at 0730, the Under Secretary for Intelligence and Analysis or his designee will receive the morning briefing from SBS in a meeting/SVTC with component representatives. At that meeting, he will select topics for discussion at the Secretary’s intelligence/operations briefing and provide notice to components of his expectations for the briefing. (Not all intelligence products in the book will be raised for discussion with the Secretary.)

The morning briefing with S1 will be held at the TS/SCI level but will not include restricted compartments. Operationally sensitive information may be briefed at the end of the regular meeting with the attendance reduced to those with appropriate compartments and/or need-to-know. Due outs at the briefing will be recorded by SBS and distributed for response by SBS/OPS for inclusion in future briefings or as otherwise appropriate. Components will have the ability to nominate intelligence products for consideration for inclusion in the SDB or to discuss operational matters appropriate for the morning briefing.

Travel to Pentagon

Remarks: Enduring Security Framework (ESF) Steering Group Meeting -- The Pentagon, Nunn-Lugar Conference Room

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [insert contact information].
September 27, 2018 Continued
Thursday

Requester:
Chris Krebs

Front Office Lead:
Brandon Wales

Staff SME:

After Action Officer:
Brandon Wales

DHS Advance Lead:

Attendees:
Secretary
Miles Taylor
Brandon Wales

Location:
The Pentagon
Nunn-Lugar Conference Room

External Scheduling / Advance Contact:
September 27, 2018 Continued
Thursday

DOD Protocol
Protocol2@sd.mil

Notes:
This meeting represents the first ESF ESG meeting occurring since the 2018 DHS Cybersecurity Summit. As such, the meeting is a unique opportunity to engage collectively with senior industry partners and senior Administration officials responsible for cybersecurity. Industry partners are keenly interested in DHS' cybersecurity strategy, including plans for the Information and Communication Technology Supply Chain Task Force, and overall plans for partnering with industry to increase cybersecurity protections for the nation.

Briefing Materials:
Briefing memo, agenda, talking points

2:35 PM - 2:45 PM
Travel to DCA

3:00 PM - 7:15 PM
Wheels Up: Mexico City

7:15 PM - 10:30 PM
Official Travel: Mexico City
September 28, 2018
Friday

8:30 AM - 8:50 AM

DHS Intel & Ops Briefing -- NAC Building 5 SCIF

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [redacted].

Attendees:
1. Secretary
2. Acting Deputy Secretary
3. Chad Wolf
4. Evelyn Lim
5. Miles Taylor
6. Kate Nichols
7. Brandon Wales
8. Tracy Short
9. Ryan Scudder
10. John Gountanis
11. Kristen Marquardt
12. [redacted]
13. Chip Fulghum, MGMT
14. Dave Glawe, I&A
15. [redacted]
16. Brian Murphy, I&A
17. John Mitnick, OGC
18. Rich Chavez, OPS
19. James McCament, Policy
20. Elizabeth Neumann, Policy
22. RDML Jones, MIL
23. Christine Ciccone, OLA
24. [via SVTC] James McDonnell, CWMD
25. [via SVTC] Kevin McAleenan, CBP
26. [via SVTC] Admiral Schultz, USCG
27. [via SVTC] Ron Vitiello, ICE
28. [via SVTC] David Pekoske, TSA
29. [via SVTC] Chris Krebs, NPPD
30. [via SVTC] Brock Long, FEMA
31. [via SVTC] Randolph Alles, USSS
32. SBS Briefer
33. SBS Director
34. PDB Briefer
35. FBI Briefer
36. JSOC Liaison
37. NSA Liaison

Notes:
In deference to your time and that of your principals, components and offices with equities that are regularly affected by matters included in the daily intel/ops morning briefing will be asked to have the component/office head, deputy, or chief of operations (or equivalent) available every day; other components and offices will be asked to join on a case-by-case basis at the discretion of the Front Office. In the
Secretary’s absence, the Deputy Secretary will chair the briefing.

In the event that one of the top three officials is unavailable, the Front Office asks that the component/office notify them in advance regarding an appropriate stand-in.

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To prepare for the daily briefings, I&A and SBS staff will circulate to your staffs at roughly 1230 proposed intelligence products for the following day’s Secretary’s Daily Brief (SDB). I&A will lead a meeting/SVTC at 1600 to finalize the contents of the briefing and to identify any requests for information or areas of likely discussion at the Secretary’s briefing. Every morning at 0730, the Under Secretary for Intelligence and Analysis or his designee will receive the morning briefing from SBS in a meeting/SVTC with component representatives. At that meeting, he will select topics for discussion at the Secretary’s intelligence/operations briefing and provide notice to components of his expectations for the briefing. (Not all intelligence products in the book will be raised for discussion with the Secretary.)

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10:10 AM - 4:30 PM
Official Travel: Mexico City

4:30 PM - 8:30 PM
Wheels Up: Washington

9:00 PM - 9:15 PM
Travel to Residence
Briefing Materials:

Cyber Remarks Prep Conference Call -- S1 from residence / Call Number: [BLANK]

Requester:
S1

Attendees:
Jonathan Hoffman
Chris Krebs
Brandon Wales
Miles Taylor
Chad Wolf
Secretary

Access Code: [BLANK]

Call Number: [BLANK]

If there are any questions, please contact [BLANK]

DO NOT FORWARD OR COPY THIS INVITATION

September 30, 2018 Continued
October 1, 2018 Continued

Monday

3:30 PM - 3:45 PM
Travel to RRB

4:15 PM - 5:00 PM
Remarks Prep (Washington Post & Atlantic Council) -- RRB Secretary's Conference Room

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact: [Redacted]

Requester:
S1

Front Office Lead:
Brandon Wales

Staff SME:
[Redacted]

After Action Officer:
[Redacted]

Attendees:
Secretary
Chad Wolf
Brandon Wales
Jonathan Hoffman, OPA
Chris Krebs (or surrogate), NPPD
Christina Bobb, ESEC

Objective:

To prepare S1 for her cyber security awareness month engagements with Washington Post and the Atlantic Council

Briefing Materials:

Remarks, talking points
### October 2, 2018

**Tuesday**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>9:45 AM - 10:15 AM</td>
<td>Office / Call Time</td>
</tr>
<tr>
<td>10:15 AM - 10:25 AM</td>
<td>Travel to Washington Post HQ</td>
</tr>
<tr>
<td>11:15 AM - 11:25 AM</td>
<td>Travel to RRB</td>
</tr>
<tr>
<td>12:30 PM - 1:45 PM</td>
<td>Hearing Prep / Read Time</td>
</tr>
<tr>
<td>1:45 PM - 2:15 PM</td>
<td>Global Information Sharing Baseline -- RRB Secretary's Conference Room</td>
</tr>
</tbody>
</table>

*DO NOT FORWARD OR COPY THIS INVITATION*

If there are any questions, please contact [Contact Information]

**Requester:**

S1

**Front Office Lead:**

Kristen Marquardt

**Staff SME:**

Elizabeth Neumann

**After Action Officer:**

Elizabeth Neumann

**Attendees:**

Secretary

Chad Wolf

Miles Taylor
Objective:
Meeting re: Global Information Sharing Baseline

Briefing Materials:
Briefing memo

Meeting with James McCament -- RRB Secretary's Conference Room

If there are any questions, please contact [redacted]

Requester:
S1

Front Office Lead:
DCOS

Staff SME:
James McCament

After Action Officer:
James McCament
Attendees:

Secretary
Acting Deputy Secretary
Chad Wolf
Miles Taylor
James McCament, Policy

Objective:

Meeting to discuss (1) Office of Policy Reorganization; (2) Risk Office; and (3) Western Hemisphere / CENTAM Efforts.

Briefing Materials:

Slide deck on policy reorg

4:45 PM - 5:00 PM

Call TO Secretary Pompeo (classified) -- RRB Secretary's Office

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
S1

Attendees:

Secretary
Chad Wolf / Miles Taylor

Call Number:

(Secretary's direct line)

Scheduling Contact:

Office Manager to the Secretary of State
U.S. Department of State | 2201 C Street NW, Washington, D.C. 20520

Notes:
October 2, 2018 Continued

Classified call to Sec. Pompeo re: Mexico and Russia

Travel to Ritz Carlton Residences

Briefing Materials

Office Time/ Prep for OTR Dinner

5:00 PM - 6:00 PM

6:00 PM - 6:30 PM
October 4, 2018
Thursday

9:30 AM - 9:40 AM
Meet & Greet with  NAC Secretary’s Office

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
S1

Attendees:
Secretary
Evelyn Lim

Objective:
Meet & greet with

Briefing Materials:
No

9:45 AM - 10:30 AM
DHS Politicsals All Hands Meeting -- NAC Building 1, Room 01-044

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
COS

Front Office Lead:
October 4, 2018 Continued

Thursday

DHS SME:
Ferne Mosley, OGC

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Evelyn Lim

Additional attendees invited separately

Objective:
DHS politicals all-hands meeting to provide staff with a refresher session on the Hatch Act and DHS policy.

Briefing Materials:
Talking points

10:40 AM - 11:00 AM
Prep Huddle re: OAS meeting -- NAC Secretary's Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact Ferne Mosley, OGC

(b)(6)
October 4, 2018 Continued
Thursday

Requester:

S1

Front Office Lead:

John Gountanis

DHS SME:

James McCament

Attendees:

Secretary

Chad Wolf / Miles Taylor

Dimple Shah on behalf of James McCament, Policy

David Cloe, Policy

Alexis Ludwig, Deputy PermRep to the OAS

Objective:

Brief prep in advance of the meeting with OAS president Luis Almagro

Briefing Materials:

Briefing memo

Meeting with Secretary General Luis Almagro, OAS -- NAC Building 1, Room 01-04S

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [Redacted]
Requester:
OAS

Front Office Lead:
John

Staff SME:
David Cloe

DHS Protocol Lead:

DHS Attendees:
Secretary
Chad Wolf
Dimple Shah on behalf of James McCament, Policy
David Cloe, Policy
Alexis Ludwig, Deputy PermRep to the OAS

External Attendees:
Luis Almagro, Secretary General
Gonzalo Koncke, Chief of Staff
Gustavo Cinosi, Advisor
Farah Dicia Urrutia, Secretary for Multidimensional Security
Alison Aigist Treppel Executive Secretary of the Inter-American Committee against Terrorism, (US citizen)

**External Scheduling / Protocol Contact:**

Maria Constanza Bustillo

Rocio Sainz

Executive Assistant to Ambassador Carlos Trujillo

WHA/USOAS

**Objective:**

Meeting with Secretary-General of the Organization of the American States (OAS) Luis Almagro

Topics include: regional migratory flows, the situation in Venezuela and Nicaragua, and OAS support for the Northern Triangle’s Alliance for Prosperity plan.

**Briefing Materials:**

Briefing memo, talking points
October 4, 2018 Continued
Thursday

12:00 PM - 12:15 PM
Prep: Meeting with Gen. Odierno -- NAC Secretary's Office

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [redacted]

Requester:
S1

Front Office Lead:
Brandon Wales

DHS SME:
Bob Kolasky

Attendees:
Secretary
Chad Wolf
Miles Taylor
Brandon Wales
Bob Kolasky, NPPD
Bridgette Walsh, NPPD

Objective:
Prep in advance of S1's meeting with Gen. Odierno re: cybersecurity, and progress since the New York Summit.

Briefing Materials:
October 4, 2018 Continued
Thursday

Briefing memo

2:15 PM - 3:30 PM
Folder Time

3:30 PM - 4:00 PM
Travel to DCA

3:30 PM - 3:45 PM
Call with Senator Johnson -- S1 from limo

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [phone number]

Requester:
OLA

Front Office Lead:
Christine Ciccone

Staff SME:
David Wonnenberg

Attendees:
Secretary
Chad Wolf

Call Number:
[phone number]

(Senator's desk)

Scheduling Contact:
October 4, 2018 Continued
Thursday

Notes:

Phone call with Sen. Johnson to express appreciation for CUAS and CISA, and mention they should have received a call earlier in day regarding WH CT strategy. Additionally S1 will discuss CWMD and the upcoming HSGAC hearing.

Briefing Materials:

Talking points

4:20 PM - 6:25 PM

Wheels Up: Orlando, FL

5:00 PM - 5:15 PM

Call TO Deputy Director Bowdich, FBI (secure) -- S1 from travel

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [redacted]

Requester:

S1

Front Office Lead:

Brandon

Staff SME:

Chris Krebs

Attendees:

Secretary
October 4, 2018 Continued
Thursday

Chad Wolf

**Call Number:**

(b)(6) (Deputy Director’s line – staff will facilitate)

**Scheduling Contact:**

(b)(6)

Assistant to Deputy Director Bowdich

(b)(6)

**Notes:**

(b)(5)

5:00pm EDT

**Briefing Materials:**

No

6:25 PM - 9:00 PM Official Travel: Orlando, FL (IACP & MCCAC Conferences)
October 5, 2018

Friday

9:05 AM - 11:25 AM
Official Travel: Orlando, FL (IACP & MCCAC Conferences)

11:25 AM - 1:20 PM
Wheels Up: Washington

12:10 PM - 12:20 PM
Call TO Deputy Secretary Shanahan (secure) -- S1 from plane

12:30 PM - 12:45 PM
Call TO Secretary Pompeo (unclass) -- S1 from plane

DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
S1

Attendees:
Secretary
Chad Wolf

Call Number:
(State Ops)

Scheduling Contact:
Office Manager to the Secretary of State
U.S. Department of State
2201 C Street NW | Washington, D.C. 20520
Office: | Email: 
October 5, 2018 Continued

**Friday**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
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<tbody>
<tr>
<td>4:30 PM - 4:45 PM</td>
<td>Travel to RRB</td>
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<tr>
<td>4:45 PM - 5:15 PM</td>
<td>Office organization / folder time -- RRB Secretary's Office</td>
</tr>
<tr>
<td></td>
<td><strong>DO NOT FORWARD OR COPY THIS INVITATION</strong></td>
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</table>

If there are any questions, please contact [redacted].

**Attendees:**
- Secretary
- Chad Wolf
- Eliza Thurston

**Objective:**
Office organization / folder time

**Briefing Materials:**
No

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>5:20 PM - 5:30 PM</td>
<td>Travel to Private Appointment</td>
</tr>
<tr>
<td>5:30 PM - 8:00 PM</td>
<td>Private Appointment</td>
</tr>
<tr>
<td>Date</td>
<td>Time</td>
</tr>
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<td>--------------</td>
<td>---------------</td>
</tr>
<tr>
<td>October 8, 2018</td>
<td>8:00 AM - 6:00 PM</td>
</tr>
</tbody>
</table>
October 9, 2018
Tuesday

9:15 AM - 9:45 AM

SVTC w/ Director Wray & Acting Director Travers re: HSGAC Hearing -- RRB, 7th Floor SCIF (Room 7.3C)

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [blank]

Requester:
S1

Front Office Lead:
Christine Ciccone

DHS SME:
David Wonnenberg

Attendees:
Secretary
Chad Wolf
Miles Taylor
Christine Ciccone, OLA
Jonathan Hoffman

Scheduling Contacts:

[blank] (ODNI)

[blank]

[blank] (FBI)

[blank]
Objective:

Sync SVTC in advance of the HSCGAC hearing with DHS, FBI, ODNI-NCTC

Briefing Materials:

No

10:45 AM - 11:30 AM
Office Time / Hurricane Prep

12:30 PM - 1:00 PM
Meeting with Capgemini team -- RRB Secretary's Conference Room

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [contact information removed]

Requester:

S1

Front Office Lead:

Evelyn

DHS SME:

Evelyn

Attendees:

Secretary

Chad Wolf
October 9, 2018 Continued
Tuesday

External attendees:

Scheduling Contact:

Senior Manager | DHS Client Partner

Objective:

Briefing Materials:

No

1:45 PM - 2:15 PM  Office Time

3:00 PM - 3:15 PM  Travel to RRB

3:15 PM - 5:00 PM  Hearing Prep / Read Time
October 10, 2018

8:30 AM - 10:30 AM

DHS 242

Testimony: Senate HSGAC annual threats hearing -- Dirksen Senate Office Building, Room 242

If there are any questions, please contact [contact information]

DO NOT FORWARD OR COPY THIS INVITATION

Requester: Senate HSGAC

Front Office Lead: Christine Ciccone

Staff SME: Christine Ciccone

After Action Officer: David Wonnenberg

DHS Advance Lead: Christine Ciccone, OLA

Chad Wolf, Secretary

Attendees:

Jonathan Hoffman, OLA
David Wonnenberg, OLA
Christine Ciccone, OLA
Chad Wolf

Requester:

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<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
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</thead>
<tbody>
<tr>
<td>3:30 PM - 4:45 PM</td>
<td>HOLD</td>
</tr>
<tr>
<td>4:45 PM - 5:00 PM</td>
<td>Travel to Chamber of Commerce</td>
</tr>
<tr>
<td>6:15 PM - 6:45 PM</td>
<td>Travel to (b)(6)</td>
</tr>
</tbody>
</table>
October 12, 2018
Friday

4:00 PM - 4:15 PM  Travel to RRB
<table>
<thead>
<tr>
<th>Time</th>
<th>Location</th>
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</thead>
<tbody>
<tr>
<td>9:20 AM - 12:05 PM</td>
<td>Wheels Up: Lynn Haven, FL</td>
</tr>
<tr>
<td>6:35 PM - 8:10 PM</td>
<td>Wheels Up: Washington, DC</td>
</tr>
<tr>
<td>Time</td>
<td>Activity</td>
</tr>
<tr>
<td>--------------</td>
<td>---------------------------------</td>
</tr>
<tr>
<td>9:00 AM - 10:00 AM</td>
<td>Wheels Up: NYC</td>
</tr>
<tr>
<td>4:35 PM - 5:45 PM</td>
<td>Wheels Up: Washington, DC</td>
</tr>
<tr>
<td>6:00 PM - 6:15 PM</td>
<td>Travel to Residence</td>
</tr>
</tbody>
</table>
October 19, 2018
Friday

9:00 AM - 5:00 PM  HOLD
October 22, 2018
Monday

9:45 AM - 10:00 AM
Travel to Ambassador's Residence

10:30 AM - 10:45 AM
Travel to NAC

11:00 AM - 11:15 AM
Call to AG Sessions -- S1 from limo

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [blank]

Requester:
AG Sessions

Attendees:
Secretary
Chad Wolf

Call Number:
[blank] will connect

Scheduling Contact:
[blank]
Office of the Attorney General

Notes:
Is the Secretary available for a call with the Attorney General this morning?
October 22, 2018 Continued
Monday

Briefing Materials:

No

2:00 PM - 2:30 PM

Conference Call re: Migrant Caravan -- NAC 5107 Conference Room / Dial in: [Access Code: 6]

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [Contact Information]

Requester:

S1

Attendees:

Secretary
Acting Deputy Secretary
Chad Wolf
Miles Taylor
John Gountanis
Ryan Scudder
Kevin McAleenan, CBP
John Mitnick, OGC
Ron Vitiello, ICE
Jonathan Hoffman, OPA
James McCament, Policy

Call Number:

Dial in: [Call Number]
October 22, 2018 Continued

Monday

House. Secretary Mattis is available at 3:45pm today -- are your Principal's available?

Briefing Materials:
No

6:30 PM - 7:00 PM

Travel
October 23, 2018
Tuesday

9:30 AM - 10:00 AM

Media Prep -- RRB Secretary's Conference Room

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [contact information]

Requester:

S1

Front Office Lead:

Jonathan Hoffman

Staff SME:

Jonathan Hoffman

Attendees:

Secretary

Chad Wolf

Miles Taylor

Jonathan Hoffman

Tyler Houlton

Katie Waldman

Objective:

To prepare S1 for upcoming media, specifically the following topics:

Border Wall

• [Additional topics if applicable]
DO NOT FORWARD OR COPY THIS INVITATION

Call to Rep. Martha McSally – RRB Secretary's Office

Yes – OPA should have an outline prepared (see above)

Briefing Materials:

Congress

Caravan

UACs

Crisis at the Border

1000 AM - 10:15 AM

If there are any questions, please contact (b) (5)________

DO NOT FORWARD OR COPY THIS INVITATION

October 23, 2018 Continued

Tuesday
Requester:
Rep. McSally

Front Office Lead:
Christine Ciccone

DHS SME:
Uyen Dinh

Attendees:
Secretary
Chad Wolf

Call Number:
(Rep. McSally's cell)

Scheduling Contact:
Scheduler
Office of Hon. Martha McSally (AZ-02)
U.S. House of Representatives
510 Cannon House Office Building
Washington, DC 20515-0302

DHS-001-00912-00228511/12/2020
I wanted to reach out to you to set up a call between Congresswoman Martha McSally and Secretary Nielsen regarding the migrant caravan.

Notes:
October 23, 2018 Continued
Tuesday

Kevin McAleenan, CBP
John Mitnick, OGC
Ron Vitiello, ICE
Jonathan Hoffman, OPA
Francis Cissna, USCIS

Call Number:
Dial in: [617] [6]
Access Code: [617] [6]

Notes:
Conference call to discuss the Border and Migrant Caravan

Briefing Materials:
No

12:00 PM - 1:00 PM
Lunch -- RRB Secretary's Office

1:00 PM - 2:15 PM
Call Time -- RRB Secretary's Office

7:00 PM - 9:00 PM
Kuwait America Foundation Gala Dinner -- Embassy, 2940 Tilden Street NW
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [617] [6]

Requester:
Embassy of Kuwait

Front Office Lead:
COS

Staff SME:
October 24, 2018

Wednesday

10:30 AM - 11:30 AM
Border / Caravan Discussion -- RRB Commissioner’s Small Conference Room

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact (b)

Requester:
S1

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Kate Nichols
John Gountanis
Ryan Scudder
John Mitnick, OGC
Ron Vitiello, ICE
Kevin McAleenan, CBP
James McCament, Policy

Objective:
Continued discussion regarding the border and caravan

Briefing Materials:
No
October 24, 2018 Continued

Wednesday

11:45 AM - 12:00 PM

Call with Director Alles -- RRB Secretary's Office / Dial in [b)(6) Access Code: l(b)(5)

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [b)(6)]

Requester:

S1

Front Office Lead:

Kristen Marquardt

DHS SME:

Tex Alles

Attendees:

Secretary

Acting Deputy Secretary

Chad Wolf

Miles Taylor

Tex Alles, USSS

Call Number:

Dial in: [b)(6)]

Access Code: [d)(6)]

Notes:

Update regarding piece from today's morning brief
October 24, 2018 Continued
Wednesday

<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>11:50 AM - 12:00 PM</td>
<td>Travel to Lunch</td>
</tr>
<tr>
<td>12:00 PM - 1:00 PM</td>
<td>Lunch with COS &amp; DCOSs -- 515 15th St NW</td>
</tr>
</tbody>
</table>

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [contact information]

Requester:
S1

Attendees:
Secretary
Chad Wolf
Evelyn Lim
Miles Taylor

Location:
515 15th St NW

Objective:
S1 front office leadership lunch
October 24, 2018 Continued
Wednesday

No

3:00 PM - 3:15 PM
Travel to RRB

3:20 PM - 3:30 PM
Call to Mayor Bowser, DC -- RRB Secretary's Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact...

Requester:
Mayor Bowser

Front Office Lead:
Scott Erickson

DHS SME:
Director Alles

Scheduling Contact:
Director of Scheduling and Advance
Executive Office of Mayor Muriel Bowser

Call Number:
[Number to facilitate]
October 24, 2018 Continued
Wednesday

Attendees:
Secretary

Objective:
Call to Mayor Bowser re: pipe bombs

Briefing Materials:
No

3:30 PM - 4:00 PM
Media Prep -- RRB Secretary's Conference Room
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [REDACTED]

Requester:
S1

Front Office Lead:
Jonathan Hoffman

Staff SME:
Jonathan Hoffman

Attendees:
Secretary
Chad Wolf
October 24, 2018 Continued

Wednesday

Miles Taylor
Jonathan Hoffman
Tyler Houlton
Katie Waldman

Objective:
To prepare S1 for upcoming media

5:00 PM - 6:00 PM
Folder Time -- RRB Secretary's Office

5:45 PM - 6:00 PM
Call to Gov. Abbott -- RRB Secretary's Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
S1

Attendees:
Secretary
Chad Wolf

Call Number:

Scheduling Contact:

DHS-001-00912-00229411/12/2020
Notes:

Update call to Gov. Abbott re: border / migrant caravan / etc.
5:45pm EDT

Briefing Materials:

No
<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:00 AM - 8:20 AM</td>
<td>Travel to DCA</td>
</tr>
<tr>
<td>8:35 AM - 1:50 PM</td>
<td>8:35 EDT: Wheels Up: Yuma, AZ</td>
</tr>
<tr>
<td>1:50 PM - 8:45 PM</td>
<td>10:50 MST: Official Travel: Arizona</td>
</tr>
<tr>
<td>7:30 PM - 7:45 PM</td>
<td>Call to Secretary Navarrete -- S1 on travel</td>
</tr>
</tbody>
</table>

**DO NOT FORWARD OR COPY THIS INVITATION**

If there are any questions, please contact [Contact Information]

**Requester:**

S1

**Staff SME:**

Mike Huston

**Attendees:**

Secretary

Chad Wolf

**Call Number:**

[Call Number]

(965) [Call Number] will answer and translate

**Notes:**

Call to Sec. Navarrete to update on caravan

7:30pm EST
### October 25, 2018 Continued

**Thursday**

<table>
<thead>
<tr>
<th>Time Range</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:45 PM - 9:15 PM</td>
<td>5:45 MST: Wheels Up: El Centro, CA</td>
</tr>
<tr>
<td>9:15 PM - 12:00 AM</td>
<td>6:15 PDT: Official Travel: El Centro &amp; Calexico, CA</td>
</tr>
</tbody>
</table>
**October 26, 2018**

**Friday**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>12:00 AM - 12:15 AM</td>
<td>6:15 PDT: Official Travel: El Centro &amp; Calexico, CA&lt;br&gt;&lt;br&gt;<strong>Please See Above</strong></td>
</tr>
<tr>
<td>11:35 AM - 4:15 PM</td>
<td>8:35 PDT: Official Travel: Calexico, CA</td>
</tr>
<tr>
<td>4:15 PM - 4:35 PM</td>
<td>1:15 PDT: Wheels Up: El Centro, CA</td>
</tr>
<tr>
<td>4:30 PM - 5:00 PM</td>
<td>Conference Call re: Update on Border Security -- S1 on travel / Dial in <a href="6">b</a> Access Code:</td>
</tr>
</tbody>
</table>

**DO NOT FORWARD OR COPY THIS INVITATION**

If there are any questions, please contact [b](6)

**Requester:**

S1

**Attendees:**

- Secretary
- Acting Deputy Secretary
- Chad Wolf
- Miles Taylor
- Evelyn Lim
- Kate Nichols
- Ryan Scudder
- John Gountanis
- Kevin McAleenan, CBP
- Ron Vitiello, ICE (or deputy)
- Tracy Renaud on behalf of Francis Cissna, USCIS
- John Mitnick, OGC
- James McCament, Policy
Conference call / meeting to discuss update on border security.
4:30pm EDT

Notes:

Call to Secretary Pompeo from travel
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
Sec Pompeo

Attendees:
Secretary
Chad Wolf
October 26, 2018 Continued

Friday

Scheduling Contact:

Office Manager to the Secretary of State

U.S. Department of State

2201 C Street NW | Washington, D.C. 20520

Notes:

Sec. Pompeo would like to debrief S1 on a conversation he had with MX Sec-Designate Ebrard

5:05pm EDT / 2:05pm local
<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Activity</th>
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<tbody>
<tr>
<td>October 27, 2018</td>
<td>8:00 AM - 5:00 PM</td>
<td>Personal Travel</td>
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<tr>
<td>Time</td>
<td>Activity</td>
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<td>-------------</td>
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</tr>
<tr>
<td>8:00 AM - 4:00 PM</td>
<td>Personal Travel</td>
<td></td>
</tr>
<tr>
<td>5:40 PM - 10:00 PM</td>
<td>Wheels Up: Washington, DC</td>
<td></td>
</tr>
</tbody>
</table>
# October 29, 2018 Continued

## Monday

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>12:00 PM - 12:30 PM</td>
<td>Lunch</td>
</tr>
<tr>
<td>12:30 PM - 6:00 PM</td>
<td>Hold</td>
</tr>
<tr>
<td>2:30 PM - 2:45 PM</td>
<td>Call to Secretary Navarrete</td>
</tr>
<tr>
<td></td>
<td>-- RRB Secretary’s Office</td>
</tr>
<tr>
<td></td>
<td>NOT FORWARD OR COPY THIS INVITATION</td>
</tr>
<tr>
<td></td>
<td>If there are any questions, please contact [ ]</td>
</tr>
<tr>
<td>Requester:</td>
<td>Sec. Navarrete</td>
</tr>
<tr>
<td>DHS SME:</td>
<td>Mike Huston</td>
</tr>
<tr>
<td>Attendees:</td>
<td>Secretary</td>
</tr>
<tr>
<td></td>
<td>Chad Wolf</td>
</tr>
<tr>
<td>Call Number:</td>
<td>[ ] will answer )</td>
</tr>
<tr>
<td>Notes:</td>
<td>Sec. Navarrete confirmed at 2:30pm EDT. [ ] will translate.</td>
</tr>
<tr>
<td>3:00 PM - 3:30 PM</td>
<td>SLC Prep Call -- Dial in [ ] Access Code [ ]</td>
</tr>
<tr>
<td></td>
<td>DO NOT FORWARD OR COPY THIS INVITATION</td>
</tr>
<tr>
<td></td>
<td>If there are any questions, please contact [ ]</td>
</tr>
<tr>
<td>Requester:</td>
<td>S1</td>
</tr>
<tr>
<td>Front Office Lead:</td>
<td>Patrick Kearney</td>
</tr>
<tr>
<td>Staff SME:</td>
<td>Patrick Kearney</td>
</tr>
<tr>
<td>Attendees:</td>
<td></td>
</tr>
</tbody>
</table>
October 29, 2018 Continued

Monday

Secretary
Chad Wolf
Miles Taylor
Evelyn Lim
Patrick Kearney

Call Number:
Dial in: [Phone number]
Access Code: [Phone number]

Notes:
Prep call to review the SLC agenda
3:00pm Eastern

Briefing Materials:
SLC agenda
October 30, 2018
Tuesday

8:50 AM - 9:00 AM
Meeting with PDB Briefer (classified) -- NAC Building 5 SCIF
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact (N/BI

Requester:
PDB Briefer

Attendees:
Secretary

Objective:

Briefing Materials:
No

12:30 PM - 1:00 PM
Lunch

1:00 PM - 1:20 PM
Huddle with Kristen Marquardt & Brandon Wales -- NAC Secretary’s Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact (N/BI

Requester:
S1

Front Office Lead:
Kristen Marquardt
2:00 PM - 2:30 PM

Staff SME:
Kristen Marquardt

Attendees:
Secretary
Chad Wolf
Miles Taylor
Kristen Marquardt
Brandon Wales

Objective:
To provide update to S1 and prepare her for Wednesday's meeting with CBP.

Briefing Materials:
No

If there are any questions, please contact [redacted].

DO NOT FORWARD OR COPY THIS INVITATION

NAC Conference Call (Border Update) -- NAC Secretary's Office

Requester:
S1

Front Office Lead:
Ryan / John

OHS SME:
Matt Hayden

Attendees:
Secretary
Kristen Marquardt

SME:
Kristen Marquardt

Tuesday, October 30, 2018 Continued
October 30, 2018 Continued
Tuesday

Chad Wolf
John Hill, OPE
Matt Hayden, OPE

Call Number:
[(b)(6)]

Notes:
Conference call with HSAC members to provide an update on the border / caravan

Briefing Materials:
Talking points

2:30 PM - 3:00 PM
Office Time

3:00 PM - 3:30 PM
Prep: Election Security Discussion -- NAC Building 5 SCIF
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact (703) __________________

Requester:
S1

Front Office Lead:
Brandon Wales

Staff SME:
Chris Krebs

Attendees:
Secretary
Chad Wolf
Miles Taylor
Brandon Wales
Jeanette Manfra on behalf of Chris Krebs, NPPD
David Glawe, I&A
Chris Wright, I&A
CAPMO

Objective:
Prep in advance for the election security SVTC with FBI & DNI

Briefing Materials:
Draft ICA (from I&A)

Read Time / Prep for CFR -- NAC Secretary's Office
NOTE – S1 will be reading her remarks for the CFR speech during this timeslot. Please be on standby should she have questions. Thank you!
October 31, 2018
Friday
8:45 AM - 9:15 AM
Election Security SVTC w/ DNI & FBI -- NAC Building 5 SCIF

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [Redacted]

Requester:
S1

Front Office Lead:
Brandon Wales

Staff SME:
Chris Krebs

Attendees:
Secretary
Miles Taylor
Brandon Wales
Jeanette Manfra on behalf of Chris Krebs, NPPD
Dave Glawe, I&A
Chris Wright, I&A

External Attendees:
Dan Coats, DNI
Christopher Wray, FBI

Scheduling Contacts:
Objective:
SVTC with S1, DNI Coats, FBI Dir Wray on election security. Suggestion of +3 for each.

Proposed agenda:
October 31, 2018 Continued
Wednesday

Agenda, TPs

9:15 AM - 9:40 AM
SLC Read Time

9:40 AM - 10:00 AM
Coffee with the Secretary -- NAC Building 1, Room 01-044
DO NOT FORWARD THIS INVITATION

If your principal is unable to attend, only a component deputy may attend as his/her surrogate. Please send requests to

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Evelyn Lim
Kate Nichols
Brandon Wales
Ryan Scudder
John Gouttanis
Kristen Marquardt
Scott Erickson
Bryan Ware
Patrick Kearney
Kevin McAleenan, CBP
Brock Long, FEMA
Ron Vitiello, ICE
October 31, 2018 Continued

Wednesday

Dave Pekoske, TSA
Francis Cissna, USCIS
ADM Schultz, USCG
Randolph Alles, USSS
Chris Krebs, NPPD
Christine Ciccone, OLA
Jonathan Hoffman, OPA
Joe Maher on behalf of John Mitnick, OGC
Dave Glawe, I&A
Chip Fulghum, MGMT
Stacy Marcott, OCFO
Bill Bryan, S&T
James McCament, Policy
Matt Hayden on behalf of John Hill, OPE
Tom Walters, FLETC
Frank DiFalco, OPS
Andre Watson on behalf of James McDonnell, CWMD
Cameron Quinn, CRCL
Sam Kaplan, Privacy
Julie Kirchner, CIS OMB
RDML Jones, Military Advisor
Christina Bobb, Executive Secretary

Notes:

Please join S1 for an informal coffee / meet & greet prior to the Senior Leaders Council meeting.
October 31, 2018 Continued
Wednesday

Briefing materials:
None

11:45 AM - 1:00 PM
Lunch / Call Time

1:30 PM - 2:15 PM
Office Time

2:15 PM - 2:45 PM
Prep: Election Security Meetings w/ RNC & DNC -- NAC Secretary's Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
S1

Front Office Lead:
Brandon Wales

Staff SME:
Jeanette Manfra

Attendees:
Secretary
Chad Wolf or Miles Taylor
Brandon Wales
Jeanette Manfra, NPPD
Matt Masterson, NPPD (via phone)

Objective:
Prep in advance of S1's election security meetings with RNC and DNC

Briefing Materials:
Briefing memo

2:45 PM - 3:15 PM
Safety Act Briefing -- NAC 5107 Conference Room
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
October 31, 2018 Continued
Wednesday

S1

Front Office Lead:
Brandon Wales

DHS SME:
John Mitnick

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Brandon Wales
Bryan Ware
Chris Krebs, NPPD
John Mitnick, OGC
Bill Bryan, S&T
Bruce Davidson, S&T
Nicole Marcson, S&T
Elizabeth Neumann, Policy

Objective:
Meeting to review next steps on the Safety Act
October 31, 2018 Continued

Wednesday

Briefing Materials:
Briefing memo

4:00 PM - 4:30 PM
NYC Trip Pre-Brief -- NAC 5107 Conference Room
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
S1

Front Office Lead:
Kristen / Brandon / Scott

DHS SME:
Advance

Attendees:
Secretary
Chad Wolf
Miles Taylor
Kristen Marquardt
Brandon Wales
Scott Erickson
Jonathan Hoffman, OPA
Matt Hayden on behalf of John Hill, OPE
October 31, 2018 Continued

Wednesday

Aaron Chang, Advance (via phone)

Call Number:
Dial in
Access Code

Objective:
To prepare S1 for her upcoming engagements in NYC

Briefing Materials:
Trip agenda

4:30 PM - 5:15 PM
Remarks / Interview Prep & Folders -- NAC Secretary’s Office
November 1, 2018
Thursday

8:00 AM - 8:20 AM  
Travel to RRB

8:20 AM - 9:00 AM  
Read Time / Folders

9:30 AM - 10:00 AM  
Secretary’s Daily Brief (SDB) -- RRB, 7th Floor SCIF (Room 7.3C)

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Attendees:

Secretary
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Kristen Marquardt
Brandon Wales
David Glawe, I&A
PDB briefer
SDB briefer
SDB director

Objective:

Secretary’s Daily Brief

11:00 AM - 11:30 AM  
Meeting with High Commissioner Filippo Grandi, UNHCR -- RRB Small Conference Room (4.4A)

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact
Requester:
UNHCR

Front Office Lead:
Ryan Scudder / John Gountanis

DHS SME:
Mike Huston

DHS Protocol Lead:
Madeline

Attendees:
Secretary
Miles Taylor
Jennifer Higgins on behalf of Francis Cissna, USCIS
Kevin McAleenan, CBP
James McCament, Policy

External attendees:
United Nations High Commissioner Filippo Grandi
Salvatore Lombardo, Chef de Cabinet, UNHCR
Matthew Reynolds, UNHCR Regional Representative for the U.S. and Caribbean
Chiara Cardoletti-Carroll, UNHCR Deputy Regional Representative for the U.S. and Caribbean
Katie Tobin, External Relations, UNHCR

External Scheduling / Protocol Contact:

[contact info]

Notes:

UNHCR Regional Representative for the US and Caribbean has requested that S1 meet with HC Grandi during his upcoming trip to Washington D.C. He would like to brief S1 on issues related to DHS, such as the Venezuelan displacement crisis, UNHCR’s protection strategy in Central America and Mexico, and UNHCR’s support to DHS on other domestic and regional issues.

This would be a great opportunity for S1 to bring up any requests for collaboration involved with the USG’s regional migration strategy.

Briefing Materials:

Briefing memo, bio, talking points

PNT Strategy Meeting -- RRB Small Conference Room (4.4A)

If there are any questions, please contact [contact info]

Requester:

S1
Front Office Lead:
Brandon Wales

Staff SME:
James McCament

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Brandon Wales
Bryan Ware
James McCament, Policy
Tom McDermott, Policy
Matt Travis on behalf of Chris Krebs, NPPD
Bob Kolasky, NPPD

Objective:
To review the draft PNT strategy received from PLCY

Briefing Materials:
Draft PNT strategy; briefing memo
November 1, 2018 Continued
Thursday

12:15 PM - 1:00 PM
Lunch / Office Time.

12:20 PM - 12:25 PM
Call to Secretary Azar -- RRB Secretary's Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact:

Requester:
HHS

Attendees:
Secretary

Call Number:
(b)(6) (Secretary’s cell)

Scheduling Contact:
(b)(6)
Director of Scheduling
The Department of Health and Human Services

Notes:
Call with Secretary Azar

Briefing Materials:
Objective:

To review S1’s weekly schedule, block calendar and upcoming requests

Briefing Materials:

Front office will provide

Meeting with Tom Perez, DNC -- RRB Small Conference Room (4.4A)
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [redacted]

Requester:

DNC

Front Office Lead:

Brandon Wales

DHS SME:

Jeanette Manfra

DHS Protocol Lead:

[redacted]

Attendees:

Secretary

Chad Wolf or Miles Taylor

Brandon Wales
Jeanette Manfra, NPPD

External attendees:
Mr. Tom Perez, Chair
Ms. Seema Nanda, CEO
Mr. Raffi Krikorian, CTO
Mr. Robert Lord, CSO

External Scheduling / Protocol Contacts:

Notes:
I would like to request a meeting next week with Secretary Nielsen and AS Manfra to review our respective plans and insights in the final days before the midterm elections.

Attendees from our side would be DNC Chair Tom Perez, CEO Seema Nanda, CTO Raffi Krikorian, and myself.

Briefing Materials:
Briefing memo

Ethics:
November 1, 2018 Continued
Thursday

(b)(5)
November 1, 2018 Continued
Thursday

3:40 PM - 4:00 PM
Travel to DCA

4:10 PM - 5:10 PM
Wheels Up: NYC

5:25 PM - 6:05 PM
Travel to Dinner

5:30 PM - 5:45 PM
Call to General Nakasone (classified) -- S1 from limo
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [redacted]

Requester:
S1

Attendees:
Secretary
Miles Taylor

Call Number:
[redacted] (staff will facilitate)

Scheduling Contact:
[redacted]

Personal Assistant to the
Commander, U.S. Cyber Command (USCYBERCOM),
Director, National Security Agency (NSA)
Notes:

Classified call to General Nakasone; 5:30pm EDT.
November 2, 2018

Friday

7:40 AM - 2:15 PM
Official Travel: NYC (Law Enforcement Leadership Award Annual Luncheon & CFR Event)

Ethics:
Pending 9/121

9:30 AM - 10:00 AM
Secretary's Daily Brief (SDB) *AS2 Chairing* -- NAC Deputy Secretary's Office

DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Attendees:
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Kristen Marquardt
Brandon Wales
David Glawe, I&A
PDB briefer
SDB briefer
SDB director

Objective:
Secretary's Daily Brief

2:15 PM - 3:25 PM
Wheels Up: Washington, DC

3:40 PM - 3:55 PM
Travel to Residence

4:45 PM - 5:00 PM
Call to Police Commissioner James O'Neill, NYPD -- S1 from residence

DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
S1

Front Office Lead:

November 2, 2018 Continued

Friday

DHS SME:

Attendees:
Secretary

Call Number:

Scheduling Contact:

Notes:
Call to NYPD Commissioner James O’Neill to touch base in advance of the NYC Marathon (scheduled for Sunday, November 4)

Briefing Materials:
November 2, 2018 Continued
Friday

No
November 3, 2018

Saturday

1:00 PM - 1:15 PM

Call to Kevin Sweeney -- S1 from residence

Attendee:
Secretary

Call number:

Scheduling Contact:

Military Assistant to the Chief of Staff
Office of the Secretary of Defense

Notes:
1:00pm call to Chief Kevin Sweeney

1:15 PM - 1:30 PM

Call to Commissioner McAleenan -- S1 from residence

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
S1

Attendees:
Secretary

Call Number:

(C1's cell)

Notes:
Call to Commissioner McAleenan
November 4, 2018
Sunday

2:15 PM - 2:45 PM PREP: White House Deputies Immigration Call

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Front Office lead:
John Gountanis/Ryan Scudder

Attendees:
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Ryan Scudder
John Gountanis
Jonathan Hoffman
Chip Fulghum
Kevin McAleenan
Chief Provost/Luck
Valerie Boyd
Meghann Peterlin
Ron Vitiello
Matt Albence
Francis Cissna
John Mitnick
George Fishman
November 4, 2018 Continued

Sunday

James McCament
Michael Dougherty
Dimple Shah
Eric Jones

Agenda:
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<thead>
<tr>
<th>Time</th>
<th>Event</th>
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<td>11:30 AM - 11:45 AM</td>
<td>Travel to RRB</td>
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<td>11:45 AM - 12:15 PM</td>
<td>Lunch</td>
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<td>12:15 PM - 2:00 PM</td>
<td>Remarks Prep / Read Time -- RRB Secretary's Office</td>
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<tr>
<td>2:00 PM - 2:30 PM</td>
<td>Check-in with AS2 -- RRB Secretary's Office</td>
</tr>
</tbody>
</table>

**Remarks Prep / Read Time -- RRB Secretary's Office**

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [redacted].

**Requester:**
S1

**Front Office Lead:**
COS

**Attendees:**
Secretary
Acting Deputy Secretary
Chad Wolf

**Objective:**
Check in meeting with AS2

**Briefing Materials:**
November 5, 2018 Continued
Monday

No (front office will coordinate)

2:30 PM - 3:30 PM

Annual Ethics Training -- RRB Secretary's Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
OGC

Front Office Lead:
Joe Maher

DHS SME:
Joe Maher

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Joe Maher, OGC
Erica Dornburg, OGC

Objective:
To provide S1 and AS2 with annual ethics training

Briefing Materials:
November 5, 2018 Continued

Call to Governor Martinez, NM -- RRB Secretary's Office

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

3:30 PM - 3:45 PM

Chad Wolf
Secretary

Attendees:
Alaina Clark

DHS SME:
Ryan / John

Front Office Lead:
Gov Martinez

Requester:

If there are any questions, please contact

3:30 PM - 3:45 PM

Yes
Notes:

Request to speak with Governor Martinez re: the current status of issues at the border and specifically the status and developments with migrant caravans.

Prep: JHA Ministerial -- RRB Secretary's Conference Room

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:

S1

Front Office Lead:

Kristen Marquardt

Staff SME:

Dimple Shah

Attendees:

Secretary
Chad Wolf
Miles Taylor
Kristen Marquardt
Brandon Wales
Objective:

To prepare S1 for the JHA ministerial

Briefing Materials:

Briefing memo, talking points, agenda
Notes:
S1 visit to Arlington County

Briefing Materials:
Briefing memo

3:35 PM - 3:55 PM
Travel to RRB

4:00 PM - 6:00 PM
Speech review

6:00 PM - 7:30 PM
FYI: Election Night Drinks

7:15 PM - 8:45 PM
November 7, 2018
Wednesday

7:30 AM - 8:30 AM  Call Time

7:45 AM - 8:15 AM  Travel to DAR Hall

10:40 AM - 10:55 AM

[Redacted]

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact Eliza Thurston [Redacted]

Requester:

S1

Call Number:

[Redacted]

Scheduling Contact:

[Redacted]

Office Manager to the Secretary of State
U.S. Department of State
2201 C Street NW Washington, D.C. 20520

Office: [Redacted] Email: [Redacted]

Notes:
[Redacted]
November 7, 2018 Continued
Wednesday

Jonathan Hoffman, OPA
John Mitnick, OGC
Dave Glawe, I&A (unable to attend)
Chip Fulghum, MGMT
Stacy Marcott, OCFO
Bill Bryan, S&T
James McCament, Policy
John Hill, OPE (unable to attend)
Tom Walters, FLETC
Frank DiFalco, OPS
James McDonnell, CWMD
Cameron Quinn, CRCL
Sam Kaplan, Privacy
Julie Kirchner, CIS OMB
RDML Jones, Military Advisor
Christina Bobb, Executive Secretary

Objective:
Please join the Secretary for an informal luncheon at DAR Hall immediately following the SES Forum.

Cost per person is $12. Payment options:

1. In advance if you have an account with the Executive Dining Facility – please contact [redacted] for processing.
2. Onsite at the lunch via personal check made out to DHS Executive Dining Facility.
3. Onsite with exact cash.

Briefing Materials:
None

4:00 PM - 4:15 PM
Travel to White House

4:15 PM - 4:45 PM

[redacted]

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact Eliza Thurston [redacted].

Requester:
S1
November 7, 2018 Continued

Wednesday

**Scheduling Contact:**

Liz Horning

**Objective:**

**Briefing Materials:**

No

6:00 PM - 7:30 PM
Review SINET Remarks
November 16, 2018 Continued

Friday

Tracy Renaud on behalf of Francis Cissna, USCIS
Chris Krebs, NPPD
Jonathan Hoffman, OPA
Christine Ciccone, OLA
Dave Glawe, I&A
James McCament, Policy
Bill Bryan, S&T
George Fishman on behalf of John Mitnick, OGC
Andre Watson on behalf of James McDonnell, CWMD
Patrick Kearney
Christina Bobb, ESEC
John Hill, OPE
RDML Jones, MIL
Tom Walters, FLETC
Hannah Hummelberg

Notes:
This SVTC is for the Principal, Deputy OR the third most senior person in the department / component. No surrogates. DHS VVS[6(9)] or [6(10)] will be the POC for SVTC connections.

Biweekly Operational Secure Video Teleconference (OPS SVTC): This meeting will serve as an opportunity for senior leaders to highlight key issues, top operations, and inter-component/agency matters that require high-level discussion.

Format: The Secretary will begin each meeting by highlighting her priorities and any relevant intelligence from her daily brief on which she would like comments. The SVTC will be a twice weekly engagement with the Secretary for all major office and component heads.

Materials: Each major office and component will submit a one-pager to SBS that includes topline updates, recent operations or activities of note, and other issues for discussion. These will take the place of the "operational tab" in the Secretary’s daily book. Please have these to SBS by 4:00 PM the night before each SVTC.

11:00 AM - 11:15 AM
Travel to White House

11:30 AM - 12:00 PM
CISA Bill Signing (POTUS) -- White House Oval Office
**Arrival between 11:00am – 11:15am is recommended. Please hold in the West Wing VIP lobby upon arrival. Attendees will be escorted from there into the Oval.**

DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact Eliza Thurston

Requester:

S1

Front Office Lead:

S1

Attendees:

Emily Early

Staff SME:

Brandon Wales

Location:

Christine Ciccone, OLA

Jeremy Mishler, NPPD

Emily Early, NPPD

Bob Kolasky, NPPD

Jeanette Manfra, NPPD

Matthew Trevis, NPPD

Christopher Krebs, NPPD

Brandon Wales

Evelyn Lim

Chad Wolf

Secretary

November 16, 2018 Continued
White House
Oval Office

NOTE - Please submit all necessary vitals using the following WAVES link

Objective:
Official bill signing for the CISA legislation

Invited Congressional Members -
Leader McConnell
Ron Johnson
Ben Sasse
Cory Gardner
Mike Rounds
Steve Daines

Leader McCarthy
Paul Ryan
Mike McCaul
Trey Gowdy
John Ratcliff
Will Hurd

Briefing Materials:
November 26, 2018 Continued

Briefing Materials:

Briefing memo

11:00 AM - 11:10 AM

11:00 am

11:45 AM - 1:15 PM

Lunch / Read Time

12:30 PM - 12:45 PM

Call to Chairman Johnson -- RRB Secretary's Office

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:

Chairman Johnson

Front Office Lead:

Christine Ciccone

DHS SME:

David Wonnenberg

Attendees:

Secretary

Chad Wolf
Call Number:

Scheduling Contact:

Deputy Chief of Staff for Operations
Office of Senator Ron Johnson (WI)
Chairman of the Senate Homeland Security & Governmental Affairs Committee
328 Hart Senate Office Building | www.ronjohnson.senate.gov

Notes:

Chairman Johnson was wondering if Secretary Nielsen had any time today to speak with him on the phone regarding what’s happening at the border and a process to craft & pass legislation? The Chairman is in the air from 1:00-4:00 ET today but is generally available before or after, should Secretary Nielsen have a few open minutes to connect with him.

1:15 PM - 1:30 PM

1:30 PM - 2:00 PM

DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact Eliza Thurston.

Front Office Lead:
Brandon Wales

Staff SME:
November 26, 2018 Continued

Monday

Scheduling Contact:
Emily J. McBride
Associate Director
Office of Cabinet Affairs
The White House

Objective:

Other attendees:
Sec. Mnuchin
Sec. Ross
Sec. Acosta
Amb. Lighthizer
Admin. McMahon

Briefing Materials:
Briefing memo

2:45 PM - 3:00 PM
Travel to RRB

3:00 PM - 3:30 PM

*DNEW TIME* -- RRB, 7th floor SCIF (Room 7.3C)

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
S1
November 27, 2018

Tuesday

7:30 AM - 8:30 AM

Call Time

8:20 AM - 8:50 AM

Travel to White House

9:00 AM - 9:45 AM

DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
DHS

Front Office Lead:
Ryan / John

DHS SME:

Objectives:

Scheduling Contact:
Liza Georges
The White House
Office of the Deputy Chief of Staff

(b)(5)
November 27, 2018 Continued

Tuesday

9:30 AM - 10:00 AM
Secretary's Daily Brief (SDB) *AS2 Chairing* -- NAC Acting Deputy Secretary's Office

DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Attendees:
Acting Deputy Secretary
Objective:
Secretary's Daily Brief

9:45 AM - 11:00 AM
Calls / Read Time
Hold room reserved in EEOB 428 from 9:30am - 11:00am.

10:00 AM - 10:45 AM
Operational SVTC ASZ Chairing -- NAC Building 5 SCIF
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact Eliza Thurston

Attendees:
Acting Deputy Secretary
Chad Wolf
Evelyn Lim
Miles Taylor
Kate Nichols
Brandon Wales
John Goutanias
Ryan Scudder
Kristen Marquardt
Bryan Ware
Christopher Tomney
Chip Fulghum, MGMT
Frank DiFalco, OPS
Randolph Alles, USSS
Ron Vitiello, ICE
ADM Schultz, USCG
Kevin McAleenan, CBP
Brock Long, FEMA
Patty Cogswell on behalf of David Pekoske, TSA
Francis Cissna, USCIS
Chris Krebs, NPPD
Jonathan Hoffman, OPA
Christine Ciccone, OLA
Dave Glawe, I&A
James McCament, Policy
Bill Bryan, S&T
Joe Maher on behalf of John Mitnick, OGC
November 27, 2018 Continued
Tuesday

James McDonnell, CWMD
Patrick Kearney
Christina Bobb, ESEC
John Hill, OPE
RDML Jones, MIL
Tom Walters, FLETC
Hannah Hummelberg

Notes:
This SVTC is for the Principal, Deputy OR the third most senior person in the department / component. No surrogates. DHS VVS \( b)(6) \) will be the POC for SVTC connections.

Biweekly Operational Secure Video Teleconference (OPS SVTC): This meeting will serve as an opportunity for senior leaders to highlight key issues, top operations, and inter-component/agency matters that require high-level discussion.

Format: The Secretary will begin each meeting by highlighting her priorities and any relevant intelligence from her daily brief on which she would like comments. The SVTC will be a twice weekly engagement with the Secretary for all major office and component heads.

Materials: Each major office and component will submit a one-pager to SBS that includes topline updates, recent operations or activities of note, and other issues for discussion. These will take the place of the “operational tab” in the Secretary’s daily book. Please have these to SBS by 4:00 PM the night before each SVTC.

11:00 AM - 12:00 PM

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact Eliza Thurston \( b)(6) \)

\( b)(5) \)

Front Office Lead:
Brandon Wales
November 27, 2018 Continued

Tuesday

Staff SME:
Chris Krebs

Location:

Objective:
Tuesday, November 27 (1100-1200)

Briefing Materials:
Read ahead, briefing memo

12:00 PM - 12:15 PM
Travel to RRB

12:15 PM - 1:00 PM
Lunch / Office Time

1:00 PM - 1:30 PM
Meeting with RRB Commissioner’s Small Conference Room

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
November 27, 2018 Continued
Tuesday

Front Office Lead:
Ryan / John

DHS SME:
Kevin McAleenan

(b)(5)

External Scheduling / Protocol Contact:

(b)(5)

Objective:

(b)(5)
Briefing Materials:
Briefing memo

1:30 PM - 2:45 PM
Office Time -- RRB Secretary's Office

2:45 PM - 3:15 PM
Prep: Hill Briefing -- RRB Commissioner's Large Conference Room
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact Eliza.Thurston

Requester:
S1

Front Office Lead:
Christine Ciccone

DHS SME:
Uyen Dinh

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Objective:
Meeting to review the OMB passback prior to Friday's noon deadline.

Briefing Materials:
No

3:00 PM - 3:15 PM
Travel to White House

3:30 PM - 4:00 PM

DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact Eliza.Thurston

Requester:
S1
Front Office Lead:
Ryan / John

DHS SME:
Mike Huston

Scheduling Contact:
Heather A. Whitaker
Executive Assistant to the Vice President
The White House
Office: [Tel]
Email: [Email]

Objective:

Briefing Materials:
December 3, 2018 Continued

Monday

Notes:
Meeting with Marcelo Ebrard and Javier Lopez Casarin

Briefing Materials:
Briefing memo, talking points

9:15 AM - 9:45 AM
Secretary's Daily Brief (SDB) *AS2 Chairing* -- NAC Deputy Secretary's Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact Eliza.Thurston

Attendees:
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Kristen Marquardt
Brandon Wales
David Glawe, I&A
PDB briefer
SDB briefer
SDB director

Objective:
Secretary's Daily Brief

11:00 AM - 12:45 PM
Office Time / Lunch -- NAC Secretary's Office

11:30 AM - 11:45 AM

11:45 AM - 12:00 PM
Call to -- NAC Secretary's Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact Eliza.Thurston

Requester:
S1
December 3, 2018 Continued

Monday

Front Office Lead:
COS

Staff SME:
Christine Ciccone

Call Number:
(b)(6)
(c)(5)

Scheduling Contact:
Charlotte Riggs
The White House

Notes:
(b)(6)

Briefing Materials:
December 3, 2018 Continued
Monday

Hearing book

3:00 PM - 3:20 PM Office Time

3:10 PM - 3:20 PM Call to Ulrich Brechbühl, State Dept. -- NAC Secretary’s Office

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact Eliza Thurston\textsuperscript{(b)(5)}

Requester:
S1

Front Office Lead:
Miles

Call Number:
TBD

Scheduling Contact:
\textsuperscript{(b)(6)}

Office of the Counselor
U.S. Department of State
December 3, 2018 Continued
Monday

**Notes:**

Call to Ulrich Brechbuhl re: Mexico meeting readout

3:20 PM - 4:00 PM
**Travel to US Capitol**

4:00 PM - 6:30 PM

**DO NOT FORWARD OR COPY THIS INVITATION**

If there are any questions, please contact Eliza Thurston

Front Office Lead:
COS

Location:
US Capitol Rotunda

External Scheduling / Protocol Contact:
Emily McBride

Notes:
December 4, 2018 Continued
Tuesday

Email: [redacted]

Notes: [redacted]

Briefing Materials:

Briefing memo

2:45 PM - 3:15 PM
Travel to White House

3:30 PM - 3:45 PM
USCG Bill Signing (POTUS) -- White House Oval Office
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact Eliza Thurston.

Requester:
White House

Front Office Lead:
RDLM Jones

Staff SME:
December 4, 2018 Continued

Attendees:

Secretary
Chad Wolf
Admiral Karl Schultz, USCG

Location:

White House
Oval Office

Objective:

Signing Ceremony for S. 140, the “Frank LoBiondo Coast Guard Authorization Act of 2018” has been APPROVED and added to the President’s schedule. Information regarding your event is below.

Thursday, December 4, 2018 at 3:30 PM (15 min) in the Oval Office. CLOSED press.

WHITE HOUSE PARTICIPANTS:

General Kelly, Chief of Staff
Secretary Kirstjen Nielsen, Department of Homeland Security
December 4, 2018 Continued
Tuesday

Zach Fuentes, Deputy Chief of Staff
Shahira Knight, Director of Legislative Affairs
Derek Lyons, Assistant to the President and White House Staff Secretary
Doug Fears, Deputy Assistant to the President and Homeland Security and Counterterrorism Advisor
Paul Miller, Deputy Senior Director for Legislative Affairs, National Security Council

MEMBERS OF CONGRESS:
Rep. Frank LoBiondo (R-NJ)
Rep. Blaine Luetkemeyer (R-MO)
Rep. Brian Mast (R-FL)
Rep. Mike Rogers (R-AL)
Rep. Bill Shuster (R-PA)
Rep. Jason Smith (R-MO)
Rep. Don Young (R-AK)

Briefing Materials:
Talking points

4:00 PM - 4:15 PM
Travel to RRB

5:45 PM - 7:00 PM
HOLD
December 5, 2018
Wednesday

8:00 AM - 5:00 PM
Federal Holiday in honor of President George H. W. Bush

8:20 AM - 8:45 AM
Travel to White House - Lower East Executive Avenue
We are honored you will be joining us at the National Cathedral in Washington, D.C. for the Service of Celebration and Thanksgiving for the life of George Herbert Walker Bush, 41st President of the United States of America.

All Cabinet Secretaries and attending spouses must report to lower East Executive Avenue at 8:45 a.m.
Buses will depart from the White House for the Cathedral at 9:15 a.m. and return to the White House by 1:30 p.m.
The suggested attire is business.

9:30 AM - 10:00 AM
Travel to National Cathedral

11:00 AM - 1:00 PM
Service of Celebration and Thanksgiving for the life of George H.W. Bush -- National Cathedral, 3101 Wisconsin Ave NW

DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact Eliza Thurston.

Requester:
White House Social Office

Front Office Lead:
COS

DHS Advance Lead:
TBD

Attendees:
Secretary

Location:
DHS-001-00912-00559106/30/2021
December 5, 2018 Continued
Wednesday

National Cathedral
3101 Wisconsin Ave NW

External Scheduling / Advance Contact:
White House Social Office

Notes:
We have received your response for a Service of Celebration and Thanksgiving for the life of George Herbert Walker Bush, 41st President of the United States of America, on Wednesday, December 5, 2018 at 11:00 a.m. at Washington National Cathedral, Washington, D.C.

Briefing Materials:
No

1:00 PM - 1:30 PM  Travel to White House

1:30 PM - 1:50 PM  Travel to Residence

2:30 PM - 3:00 PM  Conference Call re: DoD RFAs -- Call number

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
S1

Front Office Lead:
Objective:
Prep in advance the immigration PC meeting.

Topics include:

Briefing Materials:
Briefing memo, talking points
December 13, 2018

Continued

Thursday

12:00 PM - 1:30 PM

Lunch / Office Time

1:30 PM - 1:45 PM

Travel to White House

2:00 PM - 2:45 PM

[Redacted]

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact Eliza Thurston

Requester:

S1

Front Office Lead:

DCOS

DHS SME:

John Hill

External Scheduling / Protocol Contact:

Emily J. McBride

Associate Director

Office of Cabinet Affairs

The White House

C:

D:

Objective:

(b)(6)
Briefing Materials:
Briefing memo, talking points

2:45 PM - 3:15 PM

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact Eliza Thurston.

Requester:
S1

Front Office Lead:
COS
Scheduling Contact:
Breanne
Executive Assistant to the Chief of Staff
Office of the Vice President

Objective:

3:15 PM - 3:30 PM  Travel to RRB

3:30 PM - 4:00 PM  Office Time -- RRB Secretary's Office

4:00 PM - 5:00 PM  Pre-Brief -- RRB 7th Floor SCIF (7.3C)

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact Eliza.Thurston

Requester:

S1
Front Office Lead:
Brandon Wales

DHS SME:
Tom McDermott

Protocol Lead:
(b)(5)

External Attendees:
Honorable Assistant Director, Policy and Analysis
JHU Applied Physics Lab

Mission Area Executive, National Security Analysis
JHU Applied Physics Lab
Mission Design and Navigation Engineer, Space Exploration Sector
JHU Applied Physics Lab

External Scheduling / Protocol Contact:

Objective:
Pre-brief for the

Briefing Materials:
and any relevant intelligence from her daily brief on which she would like comments. The SVTC will be a twice weekly engagement with the Secretary for all major office and component heads.

Materials: Each major office and component will submit a one-pager to SBS that includes topline updates, recent operations or activities of note, and other issues for discussion. These will take the place of the "operational tab" in the Secretary's daily book. Please have these to SBS by 4:00 PM the night before each SVTC.

Travel to White House

If there are any questions, please contact Eliza.Thurston

Front Office Lead:
Brandon Wales

Staff SME:
Tom McDermott
External Scheduling / Protocol Contact:

Communications and Public Affairs

Johns Hopkins University Applied Physics Laboratory

Office:  
Cell:  

Objective:

The WAVES link is

Briefing Materials:

Briefing memo
December 14, 2018 Continued
Friday

12:30 PM - 1:00 PM
Lunch -- White House

1:15 PM - 1:30 PM

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact Eliza Thurston.

Requester:
S1

Scheduling Contact:
Caroline Moore

Objective:
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact Eliza Thurston.

Requester:
S1

Front Office Lead:
COS

Chad Wolf

Scheduling Contact:
Liz Horning

Objective:
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact Eliza Thurston.

Front Office Lead:
Tony Barker

Staff SME:

Scheduling Contact:
Liza Georges
The White House
Office of the Deputy Chief of Staff

Objective:

(b)(5)
December 14, 2018 Continued
Friday

Briefing Materials:
(b)(5)

2:45 PM - 3:00 PM
(b)(5)

3:00 PM - 3:15 PM
(b)(5)

4:00 PM - 6:00 PM
White House Holiday Reception -- White House
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact Eliza.Thurston
(b)(6)

(b)(5)

DHS-001-00912-00560506/30/2021
Front Office Lead:
Haley

Scheduling Contact:
White House Social Office

Location:
White House

Objective:
We are delighted you will be joining us for the White House Christmas Reception on Friday, December 14, 2018 at 4:00 p.m.

Please carefully read the information below to ensure there are no delays in the entry process.

We have attached access details for the Southeast Gate, located at 15th Street and Alexander Hamilton Place, NW. Please note that parking is not available on the White House grounds. **Gates will open at 3:00 p.m. and no guests will be permitted after 4:30 p.m.**

On arrival, acceptable forms of identification include a valid United States driver’s license, or a valid passport from another country. A foreign driver’s license is not considered acceptable identification for entry. Any discrepancy between the information provided and the information stated on your government-issued ID will delay the entry process.

Business attire is suggested.
December 14, 2018 Continued

Friday

Please refer to the attached Frequently Asked Questions document for any questions or concerns you may have regarding this event.

**Briefing Materials:**

(b)(5)

**6:45 PM - 7:00 PM**

Travel to

(b)(6)

**7:00 PM - 10:00 PM**

(b)(6) Christmas Party

(b)(6) DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact (b)(6)

**Requester:**

(b)(6)

**Front Office Lead:**

(b)(6)

**DHS Advance Lead:**

No advance

**Attendees:**

Secretary

**Location:**

(b)(6)

**Scheduling / Advance Contact:**

(b)(6)

**Attire:**

Holiday attire

**Objective:**

(b)(6) Christmas Party. Holiday attire, cocktails and
December 15, 2018
Saturday

4:40 PM - 5:00 PM  Travel to White House
December 16, 2018 Continued

Sunday

- National Correspondents for The
  Washington Post

Attire: Black Tie – Evening Gown or Cocktail Dress

Program: No formal speaking

Attendees: 150 Invited Guests

Guests Of Note:
  - Secretary and Mrs. Mike Pompeo (Susan)
  - Ms. Ivanka Trump and Mr. Jared Kushner
  - Secretary and Mrs. Ben Carson (Candy)
  - Secretary Elaine Chao
  - Secretary Betsey DeVos and Mr. Dick DeVos
  - Secretary and Mrs. Wilbur Ross (Hilary)
  - General and Mrs. Joseph Dunford (Ellyn), Chairman of the Joint
    Chiefs of Staff
  - Justice and Mrs. Brett Kavanaugh (Ashley)
  - Justice and Mrs. Anthony Kennedy (Mary)
  - Ms. Kellyanne Conway
  - Governor Terry McAuliffe
  - Mayor Muriel Bowser, Mayor of Washington, DC
  - Mayor Randall Woodfin, Mayor of Birmingham, Alabama

Tick-Tock:
7:00pm Arrive via front door of Academy of Achievement and proceed to 2nd Floor
  • Greeted by Assistant to Chairman, Catherine B. Reynolds Foundation
  • All guests are asked to sign Guest Book upon arrival

7:00pm - 7:30pm Cocktail reception, 2nd Floor
  • Greeted by

7:30pm Guests begin to proceed to 5th Floor for dinner
  (assigned seating)

8:00 – 9:15pm Dinner, 5th Floor (seating chart will be confirmed by Saturday, December 15)

9:15pm Guests proceed to 2nd floor (S1 has reserved seat)

9:40pm Entertainment (Surprise Musical Performer), 2nd Floor

10:00pm Evening concludes
  • Guests will receive a gift (book) upon departure
Objective:
Monthly SVTC with Gen. O'Shaughnessy, NORTHCOM

Briefing Materials:
Briefing memo, talking points

12:15 PM - 12:45 PM
Lunch -- RRB Secretary's Office

12:45 PM - 1:30 PM

1:30 PM - 1:45 PM
Travel to White House

1:45 PM - 2:15 PM
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact Eliza.Thurston

Requester:
S1

Front Office Lead:
COS
Scheduling Contact:

Liz Horning  
O:  
C:

Objective:

2:30 PM - 3:00 PM

DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact Eliza Thurston

Front Office Lead:
Tony Barker / John Gountanis

Staff SME:
Kevin McAleenan
December 17, 2018 Continued
Monday

Contact:
Liza Georges

Objective:

Briefing Materials:
Briefing memo, talking points

3:00 PM - 3:30 PM

DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact Eliza.Thurston

Front Office Lead:
Tony Barker / John Gountanis

Staff SME:
Kevin McAleenan

Contact:
Liza Georges

Objective:
December 17, 2018 Continued

Monday

3:30 PM - 3:45 PM
Travel to RRB

4:00 PM - 4:30 PM
CUAS Implementation Update -- RRB Commissioner's Large Conference Room
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact Eliza.Thurston

(Requester)
S1

Front Office Lead:
Kristen Marquardt

Staff SME:
Elizabeth Neumann

After Action Officer:
Kristen Marquardt

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Evelyn Lim
Kirsten Marquardt
Bryan Ware (unable to attend)
James McCament, Policy
Elizabeth Neumann, Policy
Dan Price, Policy (unable to attend)
December 18, 2018 Continued
Tuesday

1:05 PM - 1:20 PM
Travel to White House

2:00 PM - 2:45 PM

DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact Eliza Thurston.

Front Office Lead:
Brandon Wales

DHS SME:
Bob Kolasky

Scheduling Contact:
Emily J. McBride
Associate Director
Office of Cabinet Affairs
Objective:

Tuesday, December 18, 2018 at 2:00 PM (45 min)

A Roundtable Discussion of the Federal Commission on School Safety Report has been added to the President’s schedule; Pre-Brief followed by Roundtable.

INTERNAL PARTICIPANTS:

Acting Attorney General Matt Whitaker, Department of Justice
Secretary Alex Azar, Department of Health and Human Services
December 18, 2018 Continued
Tuesday

Secretary Betsy DeVos, Department of Education
Secretary Kirstjen Nielsen, Department of Homeland Security
Andrew Bremberg, Assistant to the President and Director of the Domestic Policy Council
Bill McGinley, Assistant to the President and Cabinet Secretary
Lance Leggitt, Deputy Assistant to the President and Deputy Director of the Domestic Policy Council
Rob Goad, Special Assistant to the President for Domestic Policy
Theo Wold, Special Assistant to the President for Domestic Policy

Briefing Materials:
Briefing memo, talking points

3:15 PM - 3:30 PM
Travel to Hart Office Building

3:30 PM - 3:50 PM
Meeting with Senator Feinstein -- 331 Hart Senate Office Bldg.
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact Eliza.Thurston

Requester:
S1

Front Office Lead:
Christine Ciccone

DHS SME:
David Wonnenberg
December 19, 2018 Continued  
Wednesday

Briefing Materials:

No

9:30 AM - 10:00 AM  
Secretary's Daily Brief (SDB) *AS2 Chairing* -- RRB 7th Floor SCIF 
DO NOT FORWARD OR COPY THIS INVITATION  
If there are any questions, please contact Eliza.Thurston

Attendees:
Acting Deputy Secretary  
Chad Wolf  
Miles Taylor  
Kristen Marquardt  
Brandon Wales  
David Glawe, I&A  
PDB briefer  
SDB briefer  
SDB director

Objective:  
Secretary's Daily Brief

10:00 AM - 10:30 AM

10:30 AM - 11:00 AM

Office Time / Lunch

12:00 PM - 1:15 PM  
Media Prep -- RRB Secretary's Office  
DO NOT FORWARD OR COPY THIS INVITATION  
If there are any questions, please contact Eliza.Thurston

Requester:

S1

Front Office Lead:
I understand the engagement may be a lunch, but details are yet to be determined. Please let me know when these are cemented.

11:30 AM - 11:45 AM

12:00 PM - 12:20 PM

MPP Implementation Conference Call -- Dial in: Access Code

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact Eliza.Thurston
December 21, 2018 Continued

Requester:

S1

Call number:

Dial in: \( (6) \) ______

Access Code: \( (6) \) __________

Objective:

MPP implementation call.
December 21, 2018 Continued

12:30 PM - 12:45 PM

CWMD Bill Signing (POTUS) -- White House Oval Office

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [Redacted]

Requester:
White House

Front Office Lead:
Evelyn Lim

DHS Advance Lead:
[b][Redacted][/b]

Attendees:
Secretary
Miles Taylor
Jim McDonnell, CWMD
Mary Kruger, CWMD

Location:
White House
Oval Office

Scheduling Contact:
Frida
1:00 PM - 5:00 PM

Ashley Mocarski
Cabinet Affairs

Objective:
CWMD bill signing
12:30pm
Good afternoon—

Current proposed time is Sunday, December 23rd at 3:00 PM (Eastern).

Draft Agenda:

Conference Call Information,

Dial in: [b](6)________ [code:b](6)________
Thank you,

DCOS/P
Required Participants:
S1
Claire Grady
Chad Wolf
Miles Taylor
Jonathan Hoffman
Katie Waldman

No materials

2:00 PM - 2:30 PM
*New Time* Classified Discussion -- RRB SCIF, 7.3
Attendees:
S1
Chad Wolf
Brandon Wales
Chris Krebs
David Glawe

2:30 PM - 3:00 PM
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requestor:
DHS
December 26, 2018 Continued

Wednesday

Attendees:

(b)(5)

WHCO:
Pat Cipollone
John Eisenberg

OMB:
Russ Vought
Mark Paoletta
Paul Ray

DOJ:
3:00 PM - 3:15 PM

3:15 PM - 4:15 PM
Hold

5:00 PM - 5:30 PM
(b)(5) See email from (b)(6) for further information.
December 27, 2018
Thursday

Call Time

9:15 AM - 9:55 AM
Call with Director Dan Coats (classified) -- From Limo. (b)(6) _____
Note:
Under normal traffic conditions drive time ranges from 18-35min.

9:20 AM - 9:30 AM
Call with Director Dan Coats (classified) -- From Limo. (b)(6) _____
Note:
Director Coats has a hard stop at 9:30am

Requestor:
S1

Attendees:
Secretary
Chad Wolf
Director Dan Coats

Call Number:
(b)(6) _____ (staffer (b)(6) _____)

Scheduling Contact:
(b)(6) _____
Office of Director Coats
(a)(6) _____

10:00 AM - 10:30 AM
(b)(5) _____
January 2, 2019
Wednesday

8:45 AM - 9:15 AM
Secretary’s Daily Brief (SDB) *AS2 Chairing* -- NAC Secretary’s Office

DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [Redacted]

Attendees:
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Kristen Marquardt
Brandon Wales
David Glawe, I&A
PDB briefer
SDB briefer
SDB director

Objective:
Secretary’s Daily Brief

10:30 AM - 11:15 AM
7:30am PT: Depart House Location en route OFO
Est. 45 minute drive time

11:30 AM - 1:00 PM
Open Press

1:15 PM - 2:15 PM
10:15am PT: Executive Time

2:15 PM - 2:45 PM
[Redacted]
January 2, 2019 Continued
Wednesday

3:00 PM - 3:45 PM

(5)
### January 4, 2019 Continued

**Friday**

Ron Vitiello  
Jonathan Hoffman

**Call Number:**  
**Dial in:**  
**Access Code:**

**Notes:**  
10:00am sync conference call

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>10:20 AM - 10:45 AM</td>
<td>Travel to White House</td>
</tr>
<tr>
<td>11:00 AM - 11:30 AM</td>
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</tr>
</tbody>
</table>

**DO NOT FORWARD OR COPY THIS INVITATION**

If there are any questions, please contact Eliza Thurston.

**Front Office Lead:**  
Tony

**Objective:**

**DO NOT FORWARD OR COPY THIS INVITATION**

If there are any questions, please contact Eliza Thurston.
January 4, 2019 Continued
Friday

Front Office Lead:
Tony

Objective:

NOTE – Cabinet Affairs will process WAVEs for all attendees.

EXTERNAL PARTICIPANTS:
Senator Mitch McConnell, Majority Leader
Senator John Thune, Incoming Majority Whip
Senator Chuck Schumer, Minority Leader
Senator Dick Durbin, Minority Whip
Representative Nancy Pelosi, Speaker Designate
Representative Steny Hoyer, Incoming Majority Leader
Representative Kevin McCarthy, Incoming Minority Leader
Representative Steve Scalise, Incoming Minority Whip
January 4, 2019 Continued
Friday

2:00 PM - 3:00 PM

4:00 PM - 4:30 PM

Sync Call • Dial in [b](6) / Access Code [b](6)

DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact Eliza Thurston [b](6)

Requester:
S1

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Kevin McAleenan

Stacy Marcott on behalf of Chip Fulghum

Call Number:
Dial in: [b](6)
Access Code: [b](6)

Notes:
4:00pm sync conference call
January 5, 2019
Saturday

9:30 AM - 9:45 AM  Travel to EEOB

10:00 AM - 11:00 AM

**DO NOT FORWARD OR COPY THIS INVITATION**

If there are any questions, please contact Eliza.Thurston

Front Office Lead:
Tony / John

Scheduling Contact:
Meghan C. Patenaude
Director of Scheduling

DHS-001-00912-00563306/30/2021
January 5, 2019 Continued
Saturday

Heather Whitaker
Executive Assistant

Objective:

11:00 AM - 12:00 PM

If there are any questions, please contact Eliza Thurston.

Front Office Lead:
Tony / John
Scheduling Contact:
Meghan C. Patenaude
Director of Scheduling

Heather Whitaker
Executive Assistant

Objective:
January 6, 2019

Sunday

12:00 PM - 12:30 PM

**Objective:**

Travel to EEOB

12:35 PM - 12:55 PM

Front Office Lead:

Tony / John

Call Number:

Participant Dial-In: ___________

Participant Code: ___________

Scheduling Contact:

Chris Hodgson
Director of Legislative Affairs
Office of the Vice President

Heather Whitaker
Executive Assistant

```
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact Eliza Thurston

Eliza Thurston
```

Heather Whitaker

```
Heather Whitaker
Executive Assistant
```

1:00 PM - 2:00 PM

Travel to EEOB

1:00 PM - 2:00 PM

Front Office Lead:

Tony / John

```
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact Eliza Thurston
```

Eliza Thurston

```
Eliza Thurston
```

DHS-001-00912-00563606/30/2021
Objective:

1:00pm
Planning Meeting follow up

WAVEs:
Objective:

To prepare S1 for her briefing to administration surrogates

Briefing Materials:

OPA will provide

12:00 PM - 12:45 PM  Lunch

1:00 PM - 1:30 PM  Travel to White House

1:30 PM - 2:00 PM  DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact Eliza Thurston.

Front Office Lead:

Jonathan Hoffman

Staff SME:

Jonathan Hoffman
January 7, 2019 Continued

Monday

Location:

Objective:

2:00 PM · 2:30 PM

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact Eliza.Thurston'

Front Office Lead:
Jonathan Hoffman

Staff SME:
Jonathan Hoffman

DHS-001-00912-00563906/30/2021
Objective:

Hold Room -- 180A EEOB
Hold room available in 180A EEOB.

For questions please contact:
Cameron Connor
Office of Cabinet Affairs
The White House

Private Appointment -- NAC Secretary's Office

DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact Eliza.Thurston.
January 7, 2019 Continued

Monday

Front Office Lead:
Jonathan Hoffman

Staff SME:
Jonathan Hoffman

Objective:

4:30 PM - 5:45 PM
January 8, 2019 Continued
Tuesday

11:45 AM - 12:30 PM
Travel to RRB

12:00 PM - 12:15 PM

12:30 PM - 1:45 PM
Working Lunch - Personnel & Planning -- RRB Secretary's Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact Eliza Thurston[5]

Requester:
S1

Attendees:
Secretary
Chad Wolf
Evelyn Lim
Miles Taylor

Objective:
Meeting to review personnel, front office processes and next months' objectives.

1:45 PM - 2:00 PM
Travel to RRB

2:00 PM - 3:00 PM
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact Eliza Thurston[5]

Front Office Lead:
Christine Ciccone

Staff SME:
Uyen Dinh
January 8, 2019 Continued

Tuesday

Scheduling Contact:
Heather A. Whitaker
Executive Assistant to the Vice President
The White House
Office:
Email:

Objective:

3:00 PM - 4:00 PM
Prep for Hill Meetings -- EEOB - Room 236

3:30 PM - 3:45 PM
HOLD - Call with

4:00 PM - 4:40 PM
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact Eliza Thurston

DHS-001-00912-00564306/30/2021
January 8, 2019 Continued

Tuesday

Front Office Lead:
Jonathan Hoffman

Staff SME:
Patrick Flanagan

Objective:
January 8, 2019 Continued

Tuesday

4:40 PM - 4:55 PM

Travel to US Capitol

5:00 PM - 5:30 PM

US Capitol, H-204

DO NOT FORWARD OR COPY THIS INVITATION

Agenda:

Here is a WAVES link
January 8, 2019 Continued

Tuesday

If there are any questions, please contact Eliza.Thurston.

Requester:
Leader McCarthy

Front Office Lead:
Christine Ciccone

Staff SME:
Uyen Dinh

5:30 PM - 6:30 PM

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact Eliza.Thurston.
January 8, 2019 Continued

Tuesday

Front Office Lead:
Christine Ciccone

Staff SME:
Uyen Dinh

DHS Advance Lead:

External Scheduling / Advance Contact:
Notes:

House GOP Conference will be holding a special conference meeting on Tuesday, January 8 at 5:30pm. This meeting will replace both the regularly scheduled Tuesday night GOP Whip Meeting and the Wednesday morning GOP Conference Meeting.

VPOTUS, S1 and Russ Vought will attend.
Secretary's Daily Brief (SDB) *AS2 Chairing* -- RRB 7th Floor SCIF

DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact Eliza.Thurston

Attendees:
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Kristen Marquardt
Brandon Wales
Brian Murphy on behalf of David Glawe, I&A (via SVTC)
PDB briefer
SDB briefer
SDB director

Objective:
Secretary’s Daily Brief

Requester:
S1
Location:
EEOB - Room 180A

Objective:

10:30 AM - 11:00 AM

DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact Eliza Thurston.

Requester:
S1

Scheduling Contact:
Caroline Moore
January 9, 2019 Continued
Wednesday

11:00 AM - 11:30 AM
Lunch -- EEOB - Room 428
Hold room available in EEOB - Room 428

For questions please contact:
Cameron Connor
Office of Cabinet Affairs
The White House

11:30 AM - 12:00 PM
Anti-Trafficking Bills Bipartisan Signing Ceremony (POTUS & VPOTUS) -- White House Oval Office

DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact Eliza Thurston

Requester:
White House

Front Office Lead:
John Gountanis

Staff SME:
Tom Blank & Katie Waldman
January 9, 2019 Continued
Wednesday

Secretary
Chad Wolf
Ron Vitiello, ICE
Additional attendees TBD

Location:
White House Oval Office

Objective:

Wednesday, January 9, 2019 at 11:30 AM
Anti-Trafficking Bills Bipartisan Signing Ceremony

To showcase the Administration's anti-trafficking efforts and four anti-trafficking bills recently passed by Congress ahead/on National Human Trafficking Awareness Day 2019, and to highlight the importance of border security to further address human traffickers along the southern border.

This event will bring together Members of Congress and leaders of outside anti-trafficking groups who worked to pass S. 1862, as well as three other anti-trafficking measures recently signed by the President.

Participants:
Kirstjen Nielsen, Secretary of Homeland Security
Matt Whitaker, Acting Attorney General
Alex Azar, Secretary of Health and Human Services
John Sullivan, Deputy Secretary of State
John Cotton Richmond, U.S. Ambassador-at-Large to Monitor and Combat Trafficking in Persons
January 9, 2019 Continued

Wednesday

12:30 PM - 12:45 PM  
Press pool

12:45 PM - 2:00 PM  
Travel to US Capitol  
Senate GOP Policy Luncheon (VPOTUS) -- US Capitol, S-207 Mansfield Room

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact Eliza.Thurston

Requester:
White House

Front Office Lead:
Christine Ciccone

DHS SME:
David Wonnenberg

DHS Advance Lead:
January 9, 2019 Continued

Wednesday

Attendees:

Secretary
Chad Wolf
Jonathan Hoffman
Christine Ciccone

Location:

US Capitol
S-207 Mansfield Room

External Scheduling / Advance Contact:

Notes:

Briefing to the Senate GOP policy lunch at 1:00pm on Wednesday. VPOTUS will also be attending. A 12:45pm arrival is recommended.

2:00 PM - 2:20 PM

Travel to White House

2:30 PM - 3:00 PM

DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact mailto:Eliza.Thurston

Front Office Lead:
Tony Barker / John Gountanis
January 9, 2019 Continued
Wednesday

Objective:

3:00 PM - 4:00 PM

DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact Eliza.Thurston

Front Office Lead:
Tony Barker / John Gountanis

EXTERNAL PARTICIPANTS:
Senator Mitch McConnell, Majority Leader
Senator John Thune, Majority Whip
Senator Chuck Schumer, Minority Leader
Senator Dick Durbin, Minority Whip
Representative Nancy Pelosi, Speaker
Representative Steny Hoyer, Majority Leader
Representative Kevin McCarthy, Minority Leader
Representative Steve Scalise, Minority Whip
ADMINISTRATION PARTICIPANTS:

Secretary Kirstjen Nielsen, Department of Homeland Security

Acting Attorney General Matt Whitaker, Department of Justice

Commissioner Kevin McAleenan, U.S. Customs and Border Protection

Ron Vitiello, Deputy Director and Senior Official Performing the Duties of Director for U.S. Immigration and Customs Enforcement

Chad Wolf, Chief of Staff to the Secretary of the Department of Homeland Security
January 9, 2019 Continued

Wednesday

4:00 PM - 4:50 PM

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact Eliza.Thurston.

Front Office Lead:
Jonathan

Katie Waldman

Objective:

4:50 PM - 5:05 PM

Travel to Fox Studio

5:10 PM - 5:30 PM

Media Prep

5:30 PM - 5:45 PM

Hannity Pre-Tape -- Fox Studio 400 North Capitol St NW

If there are any questions, please contact Eliza.Thurston.

Requester:
Fox

Front Office Lead:
Jonathan

Advance Lead:
January 11, 2019 Continued

Front Office Lead:
Tony

DHS Advance Lead:

Notes:

Briefing Materials: