January 11, 2019 Continued
Friday

Talking points, briefing memo

12:30 PM - 2:00 PM
Lunch / Read Time

2:00 PM - 2:15 PM
Call to Senator Thune -- RRB Secretary's Office

2:00 PM - 2:15 PM
Travel to White House

2:30 PM - 3:15 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:
TBD

Objective:
January 11, 2019 Continued

Friday

(b)(5)
January 11, 2019 Continued

Friday

(b)(5)

Briefing materials:
Briefing memo, talking points

5:00 PM - 5:30 PM

(b)(5)

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact Eliza Thurston.

(b)(5)

Front Office Lead:
Brandon Wales
January 14, 2019

Monday

9:40 AM - 10:00 AM

Travel to White House

10:00 AM - 10:30 AM

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

Front Office Lead:
COS

Scheduling Contact:
Heather A. Whitaker
Executive Assistant to the Vice President
The White House
Office:
Email:

Objective:
January 15, 2019 Continued
Tuesday

11:15 AM - 12:00 PM
Office Time

12:00 PM - 12:15 PM
Travel to White House

12:30 PM - 1:30 PM

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

Front Office Lead:

Objective:
Lunch with MOCs
12:30pm - 1:30pm

EXTERNAL PARTICIPANTS:
Rep. Susan Brooks (R-IN) – Confirmed
Rep. Rodney Davis (R-IL) – Confirmed
Rep. Doug Collins (R-GA) – Confirmed
Rep. John Katko (R-NY) – Confirmed
Rep. Brad Wenstrup (R-OH) – Confirmed
Rep. Lou Correa (D-CA) – TBC
Rep. Charlie Crist (D-FL) – TBC
Rep. David Scott (D-GA) – TBC
Rep. Stephanie Murphy (D-FL) – TBC
Rep. Abigail Spanberger (D-VA) – TBC

1:30 PM - 2:30 PM
Call Time / Hold Room

S1 needs time on Monday to go through the classified prior to sending it to Ambassador Bolton.
January 15, 2019 Continued

Tuesday

2:30 PM - 2:45 PM

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

Front Office Lead:
Jonathan

Objective:

2:30pm - 2:45pm

Approximately 2,000 State, Local, and Community Leaders

2:45 PM - 3:00 PM

Travel to RRB

3:15 PM - 3:45 PM

Classified Cyber Update -- RRB 7th Floor SCIF

Requester:
S1

Front Office Lead:
Brandon Wales
January 16, 2019

Wednesday

8:30 AM - 8:45 AM

Secretary’s Daily Brief (SDB) -- RRB 7th Floor SCIF

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

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

Objective:
Secretary’s Daily Brief

9:30 AM - 10:00 AM

CUAS Threat Update -- RRB 7th Floor SCIF

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:
January 16, 2019 Continued

Wednesday

Brian Murphy on behalf of Dave Glawe, I&A
Kevin McAleenan, CBP
Ronald Ocker, CBP
Ron Vitiello, ICE
Debbie Seguin, ICE
John Mitnick, OGC or surrogate
Chip Fulghum, MGMT
John Hill, OPE
Tyler Houlton, OPA
RDLMJones

Objective:
Meeting to discuss caravan response

Agenda:

? Update re: Caravan Formation (PLCY, I&A, CBP)
? International Actions (PLCY)
? Public Messaging (OPA, PLCY)
? Domestic Preparations (CBP, ICE)
? Next Steps (ALL)

11:00 AM - 11:15 AM
January 16, 2019 Continued

Wednesday

11:30 AM - 12:30 PM

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

Front Office Lead:
Jonathan

Objective:

EXTERNAL PARTICIPANTS:
Rep. Tom Reed (R-NY)
Rep. John Katko (R-NY)
Rep. Fred Upton (R-MI)
Rep. David Joyce (R-OH)
Rep. Lloyd Smucker (R-PA)
Rep. Mike Gallagher (R-WI)
Rep. Bill Johnson (R-OH)
Rep. Josh Gottheimer (D-NJ)
Rep. Vicente Gonzalez (D-TX)
Rep. Dean Phillips (D-MN)
Rep. Abigail Spanberger (D-VA)
Rep. Anthony Brindisi (D-NY)

Briefing Materials:
Agenda, talking points

12:30 PM - 2:00 PM

Requester:
January 16, 2019 Continued
Wednesday

S1

Front Office Lead:
John G.

Call Number:
Dial in

Access Code:

Objective:

2:00 PM - 2:30 PM

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact Eliza.Thurston.
January 16, 2019 Continued

Wednesday

Front Office Lead:
Kristen

Scheduling Contact:
Rebecca Feinberg
Special Assistant | NSC
O: [Redacted]
M: [Redacted]

Objective:
January 16, 2019 Continued

Friday, January 18, 2019

2:15 PM - 2:30 PM
Bill Signing - Government Employee Fair Treatment Act of 2019 (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:
Evelyn

Attendees:
Secretary

Location:
White House Oval Office

Objective:
Please join us for the signing of S. 24 – the Government Employee Fair Treatment Act of 2019 scheduled for tomorrow, Wednesday, January 16, 2019 at 2:15 PM (15 min). Please let us know if your principal plans to attend.

Confirmed
Steven Mnuchin, Secretary of the Treasury
Michael Pompeo, Secretary of State
Matthew Whitaker, Acting Attorney General, Department of Justice
David Bernhardt, Acting Secretary of the Interior
Sonny Perdue, Secretary of Agriculture
Wilbur Ross, Secretary of Commerce
Ben Carson, Secretary of Housing and Urban Development
Kirstjen Nielsen, Secretary of Homeland Security
Russ Vought, Acting Director of the Office of Management and Budget
Linda McMahon, Administrator of the Small Business Administration

To Be Determined
Alex Azar, Secretary of Health and Human Services
Elaine Chao, Secretary of Transportation
Robert Lighthizer, Ambassador of U.S. Trade Representative

2:40 PM - 3:00 PM
Travel to DCA

3:00 PM - 3:20 PM
Visit with TSA Officers (DCA) -- Washington Reagan Airport

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

Minister for Home Affairs, the Honorable Peter Dutton, intends to visit Washington DC w/c 14 January and very interested in meeting with S1.

The primary purpose of his engagement here in DC is to talk on the implications for the FF threat from developments in Syria and Afghanistan, and coordinating efforts to monitor and respond.

Minister Dutton is looking to also schedule calls on Homeland Security Advisor, acting Attorney General, members of Congress, Director FBI and CIA.

No confirmed dates just yet, but wanted to see if S1 is in DC that week and minded to meet.

Briefing Materials:

Briefing memo

12:00 PM - 12:45 PM
Lunch

12:45 PM - 1:00 PM
Travel to White House

1:00 PM - 1:30 PM
DO NOT FORWARD OR COPY THIS INVITATION
January 17, 2019 Continued
Thursday

If there are any questions, please contact Eliza.Thurston.

Objective:

Travel to USCG HQ

1:30 PM - 1:45 PM

2:00 PM - 2:30 PM

USCG All Hands -- USCG HQ, Ray Evans Conference Room, 1790 Ash St SE

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact Eliza.Thurston.

Requester:

S1

Front Office Lead:
January 18, 2019 Continued
Friday

Secretary Ridge
Secretary Chertoff
Secretary Kelly (via phone)

Scheduling Contacts:

Office of Secretary Chertoff

Office of Secretary Johnson

Office of Secretary Ridge

Zach Fuentes

Objective:
January 18, 2019 Continued

Friday

John Gountanis
James McCament, Policy
Kevin McAleenan, CBP
Meghann Peterlin, CBP
Ron Vitiello, ICE
Francis Cissna, USCIS
John Mitnick, OGC

Call Number:
Dial in: [Redacted]
Access Code: [Redacted]

Objective:
Brief update call regarding MPP IFR

5:30 PM - 5:45 PM

[Redacted]  RRB Secretary's Office / Call Number

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

Requester:
S1
January 18, 2019 Continued

Friday

Scheduling Contacts:
Liz Horning

DOJ

Call Number:
DHS NOC will build the call

Objective:
January 19, 2019
Saturday

12:30 PM - 12:50 PM
Travel to White House

2:20 PM - 2:40 PM
[b](5)
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact Eliza.Thurston.

Front Office Lead:
Jonathan

2:45 PM - 3:45 PM
[b](5)
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact Eliza.Thurston.

Objective:
[b](5)
Front Office Lead:
Jonathan

Objective:

Candidates
United Kingdom
Iraq
Jamaica
Bolivia
South Korea

Guests

INTERNAL PARTICIPANTS:

National Anthem
U.S. Marine Band vocalist and string player

AGENDA
Briefing Materials:

Talking points, attendee list, agenda

4:00 PM - 4:30 PM

4:30 PM - 5:00 PM

5:00 PM - 5:30 PM
Call to Majority Leader McConnell

6:00 PM - 6:15 PM
Call to Secretary Pompeo

8:00 PM - 9:30 PM
<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
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</thead>
<tbody>
<tr>
<td>1:45 PM - 2:45 PM</td>
<td>(ือ)</td>
</tr>
<tr>
<td>3:00 PM - 3:45 PM</td>
<td>Catch up Call re: Hill &amp; Comms</td>
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<tr>
<td></td>
<td>Unscheduled call</td>
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<tr>
<td>3:45 PM - 4:00 PM</td>
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<tr>
<td>4:15 PM - 4:45 PM</td>
<td>(ือ)</td>
</tr>
<tr>
<td>9:15 PM - 9:45 PM</td>
<td>Call to Discuss Outstanding Policy</td>
</tr>
</tbody>
</table>
January 22, 2019 Continued
Tuesday

Attendees:
Secretary
Chad Wolf
Kevin McAleenan, CBP

Call Number:
Dial in: [Redacted]
Access Code: [Redacted]

Objective:

12:15 PM - 1:15 PM
HOLD

1:15 PM - 1:45 PM
Engagement Plan Review -- RRB Secretary's Conference Room
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact Eliza Thurston [Redacted]

Requester:
S1

Attendees:
Secretary
Chad Wolf
Evelyn Lim
Brandon Wales
Christine Ciccone
January 23, 2019
Wednesday

8:15 AM - 8:50 AM
Travel to White House 

9:00 AM - 10:00 AM

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact Eliza.Thurston

Front Office Lead:
Tony

Scheduling Contact:
Liz Horning

Objective:
January 23, 2019 Continued

Wednesday

10:00 AM - 10:15 AM

(b)(5)

(b)(5)

(b)(5)

(b)(5)

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact Eliza.Thurston.

(b)(5)

Front Office Lead:

Tony
Scheduling Contact:

Liz Horning

Objective:

Travel to ICE HQ

Briefing with HSI Human Trafficking Unit -- ICE HQ, 500 12th St SW

If there are any questions, please contact Eliza Thurston

Requester:

S1

Front Office Lead:

John Gountanis
January 23, 2019 Continued
Wednesday

CISA HQ
1110 North Glebe Rd., Arlington, VA

Objective:
All hands with CISA employees

Briefing Materials:
Agenda, talking points

2:15 PM - 2:35 PM
Travel to White House

3:00 PM - 3:45 PM

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact Eliza.Thurston

Front Office Lead:
Katie

DHS-001-00912-00568506/30/2021
January 23, 2019 Continued

Wednesday

Scheduling Contact:
Cassidy Dumbauld

Objective:

(b)(5)
January 23, 2019 Continued

Wednesday

3:45 PM - 4:00 PM
Travel to RRB

5:00 PM - 5:15 PM
Call to Roger Goodell, NFL -- 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:
Brandon Wales

Staff SME:
Matt Hayden
January 24, 2019 Continued
Thursday

Senator Rick Scott (FL)
Russell Office Building

Objective:
Call to Senator Rick Scott ahead of the vote this week regarding border issues.

Briefing Materials:
Bio, talking points

11:15 AM - 11:45 AM

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

Requester:
S1
Scheduling Contact:

Heather A. Whitaker
Executive Assistant to the Vice President
The White House

Objective:

11:45 AM - 12:00 PM

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact Eliza.Thurston

Requester:

S1

Scheduling Contact:
January 24, 2019 Continued
Thursday

Objective:

Travel to NAC

OPS Employee Engagement -- NAC Building 3, NOC

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact Eliza Thurston

Requester:
S1

Attendees:
Secretary
Chad Wolf
Additional attendees invited separately

Objective:
NOC employee engagement visit
January 25, 2019 Continued

POTUS Roundtable with Hispanic Pastors -- White House, Roosevelt Room

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact Eliza.Thurston

Requester:
S1

Attendees:
Secretary

Location:
White House
Roosevelt Room

Objective:
To meet with Hispanic pastors from across the country to discuss immigration, border security, and the President’s recent proposal.

INTERNAL PARTICIPANTS:
POTUS
VPOTUS
Secretary Kirstjen Nielsen, Department of Homeland Security
Jared Kushner, Assistant to the President and Senior Advisor
Brooke Rollins, Assistant to the President for Strategic Initiatives
Jennifer Sevilla Korn, Special Assistant to the President and Deputy
Director, OPL Hispanic Liaison

(b)(5)

TBD Pastors who signed support letter

Briefing Memo:

(b)(5)

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

4:45 PM - 5:15 PM  SWB Sheriffs Call -- 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:
January 28, 2019
Monday

8:30 AM - 9:00 AM

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact Eliza Thurston.

Front Office Lead:
Tony

Call number:
Participant Dial-In: b(5) 5
Participant Code: b(6)

Scheduling Contact:
Caroline Moore
b(5)

Objective:

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 Eliza Thurston.

DHS-001-00912-00569306/30/2021
January 31, 2019 Continued
Thursday

Chad Wolf

Francis Cissna

Call Number:

[b](b)

Notes:

Call with Francis Cissna

3:30 PM - 3:45 PM

Check in with AS2 & C1 -- NAC Secretary’s Office

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact Eliza Thursto

Requester:

S1

Front Office Lead:

COS

Attendees:

Secretary

Acting Deputy Secretary

Chad Wolf

Kevin McAleenan (via phone)
January 31, 2019 Continued
Thursday

Objective:

Briefing Materials:
No

4:00 PM - 4:30 PM
Meeting with Jonathan -- NAC Secretary's Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact Eliza.Thursto

Requester:
S1

Front Office Lead:
COS

Attendees:
Secretary
Chad Wolf
Brandon Wales
Miles Taylor
Jonathan Hoffman
January 31, 2019 Continued
Thursday
4:30 PM - 4:50 PM

NAC Secretary's Office / Dial in / Access Code:

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact Eliza Thursto

Requester:
S1

Front Office Lead:
Katie Waldman

Call Number:
Dial in:

Access Code:

Objective:
January 31, 2019 Continued
Thursday

Briefing Materials:

FO will handle

5:15 PM - 7:30 PM Private Appointment
February 1, 2019 Continued

Friday

11:15 AM - 11:30 AM
Travel to White House

11:45 AM - 12:15 PM

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact Eliza Thurston

Front Office Lead:
Jonathan Hoffman

Staff SME:
Katie Waldman
February 1, 2019 Continued

Friday

Notes:

11:45am – 12:15pm

(b)(5)
February 1, 2019 Continued

Briefing Materials:

Talking points

12:30 PM - 1:45 PM

Lunch

1:45 PM - 2:15 PM

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact Eliza Thurston.

Front Office Lead:

Christine Ciccone

Staff SME:

Christine Ciccone
February 1, 2019 Continued
Friday

Notes:
(b)(5)

2:15 PM - 2:30 PM
Travel to RRB

2:45 PM - 3:15 PM
Approval of DHS Election EO Report -- RRB 7th Floor SCIF
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact Eliza.Thurston
(b)(6)

Requester:
S1

Front Office Lead:
Brandon

Staff SME:
Tom McDermott
February 2, 2019 Continued

Saturday

5. (b)(6)

6. (b)(6)

7. (b)(6)

8. (b)(6)

9. (b)(6)

10. Shahira Knight (White House)

11. (b)(6)

12. (b)(6)

13. (b)(6)

14. (b)(6)

15. (b)(6)

16. (b)(6)

17. (b)(6)

18. (b)(6)

19. (b)(6)

20. (b)(6)

21. (b)(6)

22. (b)(6)

23. (b)(6) (Team Scalise)

24. (b)(6) (Team Scalise)

Ethics:

(b)(5)
February 4, 2019 Continued

Monday

Requester:
USSS

Front Office Lead:
Scott

Attendees:
Secretary
Chad Wolf
Miles Taylor
Randolph Alles, USSS

Objective:
Check in huddle with Director Alles

Briefing Materials:
No

11:45 AM - 12:45 PM
Lunch / Office Time

12:45 PM - 1:30 PM

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact Eliza Thurston.
February 4, 2019 Continued

Monday

Requester:

S1

Front Office Lead:

Tony

DHS SME:

Patrick Flannigan

(b)(5)

Objective:

(b)(5)

Briefing Materials:
February 5, 2019
Tuesday

9:15 AM - 9:55 AM
Travel to White House

9:30 AM - 10:00 AM
Secretary's Daily Brief (SDB) *AS2 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
Miles Taylor
Brandon Wales
Kristen Marquardt
Jason Ogden
Brian Murphy on behalf of David Glawe, I&A
PDB briefer
SDB briefer
SDB director

**Objective:**
Secretary's Daily Brief

10:00 AM - 11:00 AM

**Front Office Lead:**
Tony Barker

**DHS SME:**
Patrick Flanagan
Scheduling Contact:
Liza Georges
The White House
Office of the Deputy Chief of Staff

Objective:

NO +1s.
February 5, 2019 Continued
Tuesday

10:00 AM - 10:45 AM

(b)(5)

Briefing Materials:
Briefing memo

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

Attendees:
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Kate Nichols
Brandon Wales
John Gountanis
Tony Barker
Kristen Marguardt
Bryan Ware
Christopher Tomney
Chip Fulghum, MGMT
Frank DiFalco, OPS
Randolph Alles, USSS
Matt Albence on behalf of Ron Vitiello, ICE
ADM Ray on behalf of ADM Schultz, USCG
Robert Perez on behalf of Kevin McAleenan, CBP
Brock Long, FEMA
Patty Cogswell on behalf of David Pekoske, TSA
Tracy Renaud on behalf of Francis Cissna, USCIS
Chris Krebs, CISA
Jonathan Hoffman, OPA
Christine Cicone, OLA
Brian Murphy on behalf of David Glawe, I&A
James McCament, Policy
Bill Bryan, S&T
John Mitnick, OGC
Andre Watson on behalf of James McDonnell, CWMD
February 5, 2019 Continued

Tuesday

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 - 11:15 AM
Travel to RRB

11:15 AM - 12:00 PM
Lunch / Office Time

12:00 PM - 12:15 PM
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

Front Office Lead:
Tony / John

DHS SME:
Patrick Flanagan

Attendees:
Objective:
To review the ICE briefing to Appropriation Conferees

Briefing Materials:
Briefing memo

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:
Tony Barker

DHS SME:
Nate Jensen

(b)(5)
February 5, 2019 Continued

Tuesday

3:30 PM - 4:00 PM

(b)(5)

Call Number:

Dial in: [REDACTED]

Access Code: [REDACTED]

Objective:

[REDACTED]

Briefing Materials:

Trip agenda, briefing memo

Meeting w/ Minister Trujillo, Ministry of Foreign Affairs Colombia -- RRB Commissioner's Large Conference Room (Room 4.4A)

DO NOT FORWARD OR COPY THIS INVITATION

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

Requester:
February 5, 2019 Continued
Tuesday

Location:
US Capitol
H-204

Scheduling / Advance Contact:
Cameron Connor
Office of Cabinet Affairs
The White House

Attire:
Business

Objective:

Briefing Materials:
February 5, 2019 Continued
Tuesday

8:15 PM - 10:30 PM

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact Eliza.Thurston

Requester:

US House / Sergeant at Arms

Scheduling / Advance Contact:

Notes:

Briefing Materials:
February 6, 2019
Wednesday

8:45 AM - 9:15 AM  Secretary's Daily Brief (SDB) *AS2 Chairing* -- NAC Building 5 SCIF
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

**Attendees:**
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Brandon Wales
Kristen Marquardt
Jason Ogden
David Glawe, IA
PDB briefer
SDB briefer
SDB director

**Objective:**
Secretary's Daily Brief

9:30 AM - 10:00 AM  Travel to JBA

10:00 AM - 10:30 AM

10:30 AM - 11:15 AM

11:15 AM - 3:15 PM  Official Travel: Norfolk, VA

3:15 PM - 4:05 PM  3:15: Wheels Up: Camp Springs, MD / Washington

4:15 PM - 4:45 PM  Travel to Residence

5:00 PM - 5:30 PM  SWB Sheriffs Update Call -- Dial in / Access Code
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact Eliza Thurston

**Requester:**
S1
February 12, 2019  
Tuesday  

8:15 AM - 8:55 AM  
Travel to White House  

9:00 AM - 9:30 AM  

DO NOT FORWARD OR COPY THIS INVITATION  

If there are any questions, please contact Eliza. Thursto

Requester:

S1

Scheduling Contact:

Caroline Moore

Objective:
February 12, 2019 Continued
Tuesday

Francis Cissna, USCIS
Chris Krebs, CISA
Jonathan Hoffman, OPA
Christine Ciccone, OLA
Brian Murphy on behalf of Dave Glawe, I&A
James McCament, Policy
Bill Bryan, S&T
John Mitnick, OGC
James McDonnell, CWMD
Patrick Kearney
Christina Bobb, ESEC
John Hill, OPE
RDML Jones, MIL
Tom Walters, FLETC
Hannah Hummelberg
Lexi Marten

Notes:
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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.

10:30 AM - 10:45 AM
Call to Senator Shelly Moore Capito
Unscheduled call

11:00 AM - 12:30 PM
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact Eliza.Thurston

DHS-001-00912-00571506/30/2021
Objective:
Cabinet Meeting 11:00am – 12:30pm

Briefing Materials:
Agenda, talking points

12:30 PM - 12:45 PM
Travel to RRB

12:45 PM - 2:00 PM
Lunch / Office Time

1:30 PM - 1:45 PM
Call to RRB Secretary's Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact Eliza Thurston

Requester:
S1
February 12, 2019 Continued
Tuesday

Briefing Materials:
No

5:25 PM - 6:40 PM Front Office Processes -- RRB Secretary’s Office
February 13, 2019

Wednesday

8:20 AM - 8:55 AM
Travel to White House

8:25 AM - 8:45 AM
MCCA Pre-brief -- Dial in Access Code:
Attendees:
Miles Taylor
John Hill
Call number:
Dial in
Access Code:
Notes:
Pre brief for MCCA remarks

8:45 AM - 9:15 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
Brandon Wales
Kristen Marquardt
Jason Ogden
Brian Murphy on behalf of David Glawe, I&A
PDB briefer
SDB briefer
SDB director

Objective:
Secretary’s Daily Brief

9:00 AM - 9:45 AM
Scheduling Contact:
Caroline Moore
February 13, 2019 Continued
Wednesday

Objective:
(b)(5)

(b)(5)

9:45 AM - 9:55 AM

Travel to JW Marriott

10:00 AM - 10:30 AM

Remarks: Major Cities Chiefs Association & Major County Sheriffs Association ·· JW Marriott Hotel, 1331 Pennsylvania Ave NW

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact Eliza Thurston

Requester:
Major Cities Chiefs Association & Major County Sheriffs Association

Front Office Lead:

Staff SME:
Brian Dorow
February 13, 2019 Continued
Wednesday

**Briefing Materials:**
Talking points, briefing memo

**Ethics:**
1/29

10:30 AM - 10:45 AM
Travel to White House

11:00 AM - 11:30 AM
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact Eliza Thurston.

Front Office Lead:
John G.

Staff SME:
Lora Ries

Objective:
(b)(5)

(b)(5)
February 14, 2019
Thursday

8:20 AM - 9:00 AM
Travel to White House

8:30 AM - 9:00 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
Brandon Wales
Kristen Marquardt
Jason Ogden
Brian Murphy on behalf of David Glawe, I&A
PDB briefer
SDB briefer
SDB director

Objective:
Secretary’s Daily Brief

9:00 AM - 9:30 AM
Scheduling Contact;
Caroline Moore

Objective:

(b)(5)

(b)(5)

(b)(5)
February 14, 2019 Continued

Thursday

9:30 AM - 10:00 AM

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact Eliza Thurston.

Requester:
S1

Front Office Lead:
Tony / John

Staff SME:
David Cloe

10:00 AM - 10:30 AM

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact Eliza Thurston.

Requester:
S1

Front Office Lead:
Tony / John

Staff SME:
Patrick Flanagan / Tom Blank
Objective:

Briefing Materials:
Briefing memo

11:00 AM - 11:45 AM

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact Eliza.Thurston

Requester:
S1
February 14, 2019 Continued
Thursday

Objective:
[
11:45 AM - 12:45 PM
Lunch

12:45 PM - 1:00 PM
Travel to JW Marriott

1:00 PM - 1:30 PM
Remarks: LEITF Meeting -- JW Marriott, Congressional Room, 1331 Pennsylvania Ave NW
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact Eliza.Turton

Requester:
LEITF

Front Office Lead:

Staff SME:
Brian Dorow

DHS Advance Lead:
Scott

Attendees:
Secretary
Chad Wolf

Location:
JW Marriott
Congressional Room (Lobby level)
1331 Pennsylvania Ave NW, Washington, DC 20004
February 14, 2019 Continued
Thursday

There is no information on where the meeting might occur or who might be in attendance. If the meeting does not occur at DHS, please let me know the details so I can assess any related issues, such as gifts.

1:30 PM - 1:45 PM

Travel to White House

2:00 PM - 2:15 PM

If there are any questions, please contact Eliza Thurston

Requester:
DPC

Front Office Lead:
DCOS

Staff SME:
N/A

Scheduling Contact:
Natalie Szmyd
White House | Domestic Policy Council
Cell: | Office:
February 14, 2019 Continued
Thursday

3:15 PM - 3:30 PM

Objective:

Briefing Materials:
No

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact Eliza Thursto_
Objective:

Thursday, February 14, 2019 at 3:15 PM (15 min)

Briefing Materials:

No

3:30 PM - 3:45 PM

Travel to RRB

4:15 PM - 4:45 PM

Prep RRB Secretary's Conference Room

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact Eliza Thurston.

Requester:

S1

Front Office Lead:

Brandon
February 15, 2019
Friday

8:15 AM - 8:50 AM
Travel to White House

9:00 AM - 10:00 AM

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact Eliza Thurston.

Objective:

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact Eliza Thurston.
February 15, 2019 Continued

Front Office Lead:
Jonathan Hoffman

Objective:

11:30 AM - 12:00 PM
Lunch

12:15 PM - 1:15 PM

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

Front Office Lead:
Tony / John
DHS SME:

Patrick Flanagan

Scheduling Contact:

Liza Georges
The White House
Office of the Deputy Chief of Staff

Objective:
February 15, 2019 Continued
Friday

Briefing Materials:
TBD

1:15 PM - 1:30 PM
Travel to RRB

2:10 PM - 2:55 PM
Prep[0](5) - RRB 7th Floor SCIF

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact Eliza.Thurston[0](6)

Requester:
S1

Front Office Lead:
Kristen
November 6, 2018
Tuesday

All Day

8:30 AM - 9:30 AM
Call Time

9:00 AM - 9:30 AM
Travel to Hilton Mark Center

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
Chris Krebs or surrogate, NPPD

Objective:
Secretary’s Daily Brief

9:30 AM - 9:50 AM
Tour of NFCA’s Election Monitoring SitRoom -- Hilton Mark Center, 5000 Seminary Rd. Alexandria, VA

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

Requester:
National Fusion Center Association

Front Office Lead:
Kristen Marquardt

Staff SME:
November 6, 2018 Continued
Tuesday

Kevin Saupp, I&A

DHS Advance Lead:
Carolyn

Attendees:
Secretary
Chad Wolf
Kristen Marquardt

Location:
Hilton Mark Center
5000 Seminary Rd. Alexandria, VA

External Scheduling / Advance Contact:

Objective:
Tour of NFCA’s Election Monitoring SitRoom in advance of S1’s remarks at the NFCA annual training event

Briefing Materials:
November 6, 2018 Continued

Tuesday

No

10:30 AM - 11:00 AM
Travel to RRB

11:00 AM - 11:30 AM
Caravan Update Call -- RRB Secretary's Office / Dial in [ ] / Access Code: [ ]
DO NOT COPY OR FORWARD. For questions please contact Eliza.Thurston@hq.dhs.gov.

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Kevin McAleenan
John Mitnick
Ron Vitiello
Matt Albence
Dimple Shah on behalf of James McCament

Call Number: __________________________
Dial in: __________________________
Access Code: __________________________

Objective:
11:00am conference call to review options related to the caravan

11:45 AM - 12:05 PM
Check-in with the SAG -- RRB Secretary's Conference Room

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact __________________________

Requester: __________________________

Attendees:
Secretary
Chad Wolf
SAG

DHS-001-00912-00234012/09/2020
Objective:
Check-in / introductory meeting with members of the SAG

Briefing Materials:
No

12:15 PM - 12:50 PM
Lunch

12:50 PM - 1:15 PM
Travel to NPPD HQ

1:15 PM - 2:00 PM
Press Conference Prep -- NPPD, 1110 North Glebe Rd., Arlington, VA
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [Redacted]

Requester:
S1

Front Office Lead:
Brandon Wales

Staff SME:
Jonathan Hoffman

Advance lead:

Location:
NPPD
1110 North Glebe Rd., Arlington, VA

Attendees:
Secretary
Chad Wolf
Objective:
Prep in advance of S1's election security press conference

Briefing Materials:
Talking points

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
S1

Front Office Lead:
Brandon Wales

Staff SME:
Jonathan Hoffman

Advance lead:

Location:
NPPD
Unclassified Operations Room
November 6, 2018 Continued

Tuesday

1110 North Glebe Rd., Arlington, VA

Attendees:
Secretary
Chad Wolf
Brandon Wales
Jonathan Hoffman, OPA
Tyler Houlton, OPA
Chris Krebs, NPPD
Matt Masterson, NPPD

Objective:
Election security press conference

Briefing Materials:
Talking points

3:00 PM - 3:15 PM
3:00: Travel to Arlington County

3:15 PM - 3:40 PM
Arlington County Department of Voter Registration & Elections -- 2100 Clarendon Blvd., Suite 320, Arlington, VA

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [blank]

Requester:
NPPD
November 6, 2018 Continued
Tuesday

Front Office Lead:
Brandon Wales

Staff SME:
Matt Masterson / Jonathan Hoffman

DHS Advance Lead:
Will

Attendees:
Secretary
Chad Wolf
Brandon Wales
Jonathan Hoffman

Location:
2100 Clarendon Blvd., Suite 320
Arlington, VA 22201-5400

External Scheduling / Advance Contact:

2100 Clarendon Blvd., Suite 320
Arlington, VA 22201-5400
703-228-3456 main office number 703-228-3456 direct line
November 7, 2018 Continued

Wednesday

12:30 PM - 1:30 PM

Leadership Luncheon -- DAR Constitution Hall, 1776 D St NW

DO NOT FORWARD OR COPY THIS INVITATION

For general questions related to the S1 schedule, please contact [b](6) [c]

Requester:
S1

Front Office Lead:
DCOS

DHS Advance Lead:
Scott

Location:
DAR Constitution Hall
1776 D St NW

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Evelyn Lim
Kate Nichols
Brandon Wales
Ryan Scudder
John Gountanis
Kristen Marguardt

Bryan Ware
Patrick Kearney
RADM Tomney
Kevin McAleenan, CBP
Brock Long, FEMA
Ron Vitiello, ICE
Dave Pekoske, TSA
Francis Cissna, USCIS
ADM Schultz, USCG
Randolph Alles, USSS
Chris Krebs, NPPD
Christine Ciccone, OLA
November 8, 2018
Thursday

7:30 AM - 8:30 AM
Call Time

8:20 AM - 8:50 AM
Travel to RRB --

8:30 AM - 8:45 AM
Call to Secretary Mattis -- S1 from limo
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact
Requester:
S1
Attendees:
Secretary

Call Number:
[b](b)
[6]
{[b](b)
[6]
will connect)
Scheduling Contact:
Junior Military Assistant to the Secretary of Defense

Notes:
Unclassified call with Secretary Mattis

Briefing Materials:
No

9:00 AM - 9:30 AM
Secretary's Staff Meeting -- RRB Secretary’s Conference Room / Dial-in: [b](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
John Gountanis
Ryan Scudder
Kristen Marquardt
Bryan Ware
Chip Fulghum, MGMT
John Hill, OPE
Jonathan Hoffman or Tyler Houlton, OPA
Christine Ciccone, OLA
John Mitnick, OGC
James McCament, Policy
Patrick Kearney
Christina Bobb, ESEC
SAG
Eliza Thurston

**Call Number:**
Dial in
Access Code:
November 8, 2018 Continued

Thursday

9:45 AM - 10:15 AM

Secretary’s Daily Brief (SDB) -- RRB, 7th Floor SCIF (Room 7.3C)

*This meeting will start 15 minutes late.*

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
Chris Krebs or surrogate, NPPD (via SVTC)

Objective:
Secretary’s Daily Brief

10:15 AM - 10:45 AM

Read Time

10:45 AM - 11:00 AM

Travel to USCG HQ

12:15 PM - 12:35 PM

Travel to RRB

12:35 PM - 1:30 PM

Lunch / Read Time

1:30 PM - 1:50 PM

Scheduling Meeting -- RRB Secretary’s Office

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
S1

Attendees:
Secretary
Chad Wolf
Evelyn Lim
Miles Taylor
Eliza Thurston

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

Briefing Materials:
Front office will provide

3:15 PM - 4:00 PM  Review SINET Remarks -- RRB Secretary’s Office
4:00 PM - 4:15 PM  Travel to National Press Club
5:00 PM - 5:15 PM  5:00: Travel to RRB
6:15 PM - 6:30 PM  Travel to DOJ HQ
6:30 PM - 7:30 PM  US-EU JHA Ministerial Reception -- DOJ HQ, 950 Pennsylvania Ave NW

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

Requester:
Office of Policy
Front Office Lead:
Kristen Marquardt

Staff SME:
Gianfranco Corti

DHS Advance Lead:
Will

Attendees:
Secretary
Chad Wolf / Miles Taylor
James McCament, Policy
Dimple Shah, Policy

Location:
DOJ HQ
950 Pennsylvania Ave NW

External Scheduling / Advance Contact:

Notes:
JHA Ministerial reception
Thursday, November 8 at 6:30pm

**Briefing Materials:**

Briefing memo, talking points, bios, agenda
November 9, 2018
Friday

7:30 AM - 8:30 AM
Call Time

8:15 AM - 8:40 AM
Travel to DOJ

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, l&A
PDB briefer
SDB briefer
SDB director

**Objective:**
Secretary's Daily Brief

10:00 AM - 10:45 AM
Operational SVTC *AS2 Chairing* -- NAC Building 5 SCIF / Components via SVTC
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

**Attendees:**
Acting Deputy Secretary
Chad Wolf
Evelyn Lim
Miles Taylor
Kate Nichols
Brandon Wales
John Gountanis
Ryan Scudder
Kristen Marquardt
November 9, 2018 Continued
Friday

Bryan Ware
Christopher Tomney
Chip Fulghum, MGMT
Frank DiFalco, OPS
Randolph Alles, USSS
Derek Benner on behalf of Ron Vitiello, ICE
ADM Ray on behalf of ADM Schultz, USCG
Kevin McAleenan, CBP
Jeff Byard on behalf of Brock Long, FEMA
Patty Cogswell on behalf of 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
Bill Bryan, S&T
John Mitnick, OGC
James McDonnell, CWMD
Patrick Kearney
Christina Bobb, ESEC
John Hill, OPE (out of the office)
RDML Jones, MIL
Hannah Hummelberg
Notes:

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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.

1:30 PM - 1:45 PM Travel to RRB

1:45 PM - 2:05 PM Check-in with Cameron Quinn – RRB Secretary’s Office

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:

S1
Front Office Lead:
COS

Staff SME:
Cameron Quinn

Attendees:
Secretary
Cameron Quinn

Objective:
Check-in meeting with Cameron Quinn

Briefing Materials:
Only if requested by CRLC – ESEC, please coordinate with CRCL on any materials they’d like to submit for the meeting.

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact ____________

Requester:
S1

Front Office Lead:
Ryan / John
Attendees:

Secretary
Acting Deputy Secretary (via phone)
Chad Wolf
Miles Taylor
Kate Nichols
Ryan Scudder
John Gountanis
Kevin McAleenan (via phone)
Ron Vitiello (via phone)
Matt Albence (unable to attend)
Tom Blank (via phone)
Corey Price (via phone)
Francis Cissna
John Mitnick
James McCament (via phone)
Jonathan Hoffman

Conference Line:

Dial in: [0(5)]
Access Code: [0(5)]

Objective:

Immigration ops meeting to provide an update to S1 on implementation of IFR/212F/Return to Territory. Jonathan will brief on the comms piece.
November 9, 2018 Continued
Friday

Briefing Materials:
No

3:30 PM - 4:00 PM
Meeting with COS & DCOS -- RRB Secretary's Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [b][6]

Requester:
S1

Attendees:
Secretary
Chad Wolf
Miles Taylor
Evelyn Lim

Objective:
Meeting with the Chief and Deputy Chiefs

Briefing Materials:
No

4:15 PM - 4:30 PM
Call to Ambassador Hockey, Australia -- 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:
Kristen Marquardt

DHS SME:

Attendees:
Secretary
Chad Wolf/ Miles Taylor

Call Number:
(backup - Ambassador's cell)

Notes:
Call to Ambassador Hockey regarding today's attack in Melbourne.
November 10, 2018
Saturday

1:00 PM - 1:30 PM

Border Update Call -- Dial in __________ / Access Code: __________

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Miles Taylor
John Mitnick
Kevin McAleenan
Jonathan Hoffman

Call number:
Dial in: [b](6) __________
Access Code: [b](6) __________

Notes:
Border update conference call
November 11, 2018
Sunday

All Day

Holiday - Veterans Day

10:00 AM - 10:25 AM

Travel to Arlington Cemetery

10:30 AM - 12:00 PM

Annual Veterans Day Ceremony -- Arlington National Cemetery, Memorial Amphitheater

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [blank]

Requester:

Department of Veterans Affairs

Front Office Lead:

RDML Jones

DHS SME:

[blank]

DHS Advance Lead:

[blank]

Attendees:

Secretary

Location:

Arlington National Cemetery

Memorial Amphitheater
Scheduling / Advance Contact:

TBD

Attire:

Business

Objective:

Greetings from the Secretary of Veterans Affairs. You are cordially invited to the National Commemoration of Veterans Day on Sunday, the eleventh of November for the Annual Veterans Day Ceremony at Arlington National Cemetery. 10:30am - 12:00pm.

Information:

- Location: Arlington National Cemetery, Amphitheater

- S1 will be seated in Box 1 at the Amphitheater. Seating chart attached.

- S1 will be escorted to the Tomb of the Unknowns for the Wreath Ceremony.

- The Veterans Day Address will be given by Secretary Robert Wilkie, U.S. Department of Veterans Affairs.


- This event is business attire.

- This event is open to the public.

Tick-Tock:

10:30am: S1 arrives Arlington National Cemetery

10:35am: S1 escorted to seat at Amphitheater
10:45am: S1 Escorted to the Tomb of the Unknowns for the Wreath Ceremony

11:05am: S1 is escorted back to seat at Amphitheater

11:10am: Ceremony begins

- Prayer for Veterans
- Pledge of Allegiance
- Introduction of Guests
- Welcome Remarks
- Introduction of Secretary Wilkie
- Veterans Day Address by Secretary Wilkie
- Retiring of the Colors

12:00pm: S1 departs Arlington National Cemetery

**Briefing Materials:**

- Event memo
<table>
<thead>
<tr>
<th>November 12, 2018</th>
<th>8:00 AM - 6:00 PM</th>
<th>Holiday - Veterans Day (observed)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
November 13, 2018
Tuesday

7:30 AM - 8:30 AM
Call Time

8:00 AM - 8:40 AM
Travel to NAC

9:30 AM - 10:00 AM
Secretary's Daily Brief (SDB) -- NAC Secretary's Office
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
Brian Murphy on behalf of Dave Glawe, I&A
PDB briefer
SDB briefer
SDB director

Objective:
Secretary's Daily Brief

10:00 AM - 10:45 AM
Operational SVTC -- NAC Building S SCIF / Components via SVTC
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
John Gountanis
Ryan Scudder
Kristen Marquardt
Bryan Ware
Christopher Tomney
Chip Fulghum, MGMT
Frank DiFalco, OPS
Randolph Alles, USSS
Ron Vitiello, ICE (in person 11/13)
ADM Ray on behalf of ADM Schultz, USCG
John Sanders on behalf of Kevin McAleenan, CBP
Pete Gaynor on behalf of Brock Long, FEMA
November 13, 2018 Continued
Tuesday

Patty Cogswell on behalf of David Pekoske, TSA
Francis Cissna, USCIS (in person 11/13)
Chris Krebs, NPPD
Jonathan Hoffman, OPA
Christine Ciccone, OLA
Brian Murphy on behalf of Dave Glawe, I&A
James McCament, Policy
Bill Bryan, S&T
John Mitnick, OGC
James McDonnell, CWMD
Patrick Kearney
Christina Bobb, ESEC
John Hill, OPE
RDML Jones, MIL
Tom Walters, FLETC
Hannah Hummelberg

Notes:
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10:45 AM - 1:00 PM

Calls / Read Time / Lunch -- NAC Secretary's Office

11:00 AM - 11:30 AM

*James McCament chairing* Meeting with Minister Blair, Border Security and Organized Crime Reduction, Canada -- NAC Building 1, Room 01-044

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

Requester:
Embassy of Canada
Objective:
Minister Blair would like the opportunity to meet with the Secretary in this newly created position and to discuss issues related to his mandate from the Prime Minister, including border security, cannabis, and organized crime.

Prime Minister Trudeau named Bill Blair, formerly Parliamentary Secretary for Justice and Health, and a former police chief of Toronto, Ontario, to a newly created position of Minister of Border Security and Organized Crime Reduction on July 18. Blair is supported by both PS and IRCC, but does report to either Minister. This would be his first trip to Washington, D.C., and the primary purpose is to meet with S1. His new role appears to be a czar/coordinator-type role to address domestic political pressure on the irregular migration issue in advance of the October 2019 federal election. Blair will continue to lead the legalization of cannabis and will also coordinate government efforts to combat gun violence and organized crime.
November 13, 2018 Continued
Tuesday

Briefing Materials:

Briefing memo, bio, talking points

12:00 PM - 1:00 PM
FYI: ESEC / Front Office Thanksgiving Feast -- ESEC Suite
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Attendees:
Secretary
Acting Deputy Secretary
ESEC & Front Office staff (invited separately)

Objective:
The Holidays are fast approaching. *Time for good eating and fun!* We will celebrate Thanksgiving on Tuesday, November 13, 2018 @ 12:00pm, with a feast in the ESEC Suite.

12:45 PM - 1:05 PM
School Safety Commission Discussion "AS2 Chairing" -- NAC Deputy Secretary's Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
S1

Front Office Lead:
November 13, 2018 Continued
Tuesday

Brandon Wales

DHS SME:

Todd Klessman

Attendees:

Acting Deputy Secretary
Kate Nichols
Brandon Wales
Matt Travis, NPPD
Todd Klessman, NPPD

Objective:

Prep session to sync on upcoming School Safety Commission decisions in advance of the Commission's meeting this week

Briefing Materials:

Briefing memo

1:00 PM - 1:30 PM

Meeting with Secretary Videgaray -- NAC Building 1, Room 01-04S
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
S1

Front Office Lead:
November 13, 2018 Continued
Tuesday

Ryan Scudder / John Gountanis

**DHS SME:**
Mike Huston

**Protocol Lead:**
TBD

**Attendees:**
Secretary
Chad Wolf or Miles Taylor

**External attendees:**
- Foreign Secretary Luis Videgaray
- Ambassador Geronimo Gutierrez
- Narciso Campos, Chief is Staff
- Claudia Algorri, Head of Press office

**Protocol Contact:**
Gustavo

**Objective:**
Meeting with Secretary Videgaray
Meeting with Qatar Deputy Prime Minister and Minister of State for Defense Affairs Dr. Khaled Al Attiyah
-- NAC Building 1, Room 01-044

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
Embassy of Qatar

Front Office Lead:
Kristen Marquardt

DHS SME:

DHS Protocol Lead:
TBD

Attendees:
Secretary
Chad Wolf
Kristen Marquardt
James McCament, Policy

External attendees:
His Excellency Dr. Khalid Al Attiyah
November 13, 2018 Continued
Tuesday

His Excellency Meshal Hamad Al Thani
Mr. Mohammed Al-Othman
Mr. Mohamed Al Nassr
Sheikha Haya Al Thani
Mrs. Aisha Al Mesned

External Scheduling / Protocol Contact:
TBD

Notes:
Reinforce DHS's relationship with the Government of Qatar and potentially open new lines of security cooperation on border security, since the Ministry of Defense is responsible for border and critical energy infrastructure surveillance. Al Attiyah would like to discuss working with Border Patrol on training and cooperation regarding UAS border surveillance. DHS has not yet worked with the Ministry of Defense, but has excellent relations with the Ministry of Interior, which is proactively advancing cooperation on aviation security, border security, cyber, and information sharing.

Briefing Materials:
Briefing memo

4:15 PM - 4:45 PM
Travel to DCA

5:00 PM - 9:00 PM
Official Travel: McAllen, TX
November 13, 2018 Continued
Tuesday
9:00 PM - 10:30 PM  Official Travel: McAllen, TX
November 14, 2018
Wednesday

9:30 AM - 1:50 PM
Official Travel: McAllen, TX

9:30 AM - 10:00 AM
Secretary’s Daily Brief (SOB) *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
Chris Krebs, NPPD

Objective:
Secretary’s Daily Brief

1:20 PM - 4:15 PM
Wheels Up: Washington

3:30 PM - 3:40 PM
Call to Gov. Abbott -- S1 from plane

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

Requester:
S1

Attendees:
Secretary

Call number:
(staffer will facilitate)
Objective:

Appreciation call regarding Gov. Abbott’s assistance at the border.

3:30pm EST unclassified

Briefing Materials:

No

5:00 PM - 5:20 PM

Travel to Residence

5:45 PM - 6:20 PM

Travel to Atlantic Council

6:30 PM - 8:30 PM

Remarks: Atlantic Council Cyber Conference Dinner -- Atlantic Council, 12th Floor, 1030 15th St. NW

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [b]_____________________[/b]

Requester:

Atlantic Council

Front Office Lead:

Brandon Wales

DHS SME:

Jordana Siegel

DHS Advance Lead:

[b]_______________________[/b]
Attendees:
Secretary
Chad Wolf

Location:
Atlantic Council
12th Floor
1030 15th St. NW

Scheduling / Advance Contact:

Brent Scowcroft Scholar
Scowcroft Center for Strategy and Security
Atlantic Council

Objective:

I am writing to invite you to be the keynote speaker at the Atlantic Council dinner launch of the annual International Conference on Cyber Engagement, previously hosted at Georgetown University. The dinner will take place on Wednesday, November 14, 2018, from 6:00pm – 9:00pm.

Information:

November 14, 2018 Continued
Wednesday

- Hold room available upon arrival, if needed.

- Upon arrival, S1 will be greeted by Brent Scowcroft Scholar, Atlantic Council.

- S1 will attend Meet & Greet with Senior Vice President, Atlantic Council, and 2-3 Atlantic Council Executives.

- S1 will be seated at the head table by Siemens USA. Seating chart attached.

- Around 80 guests will be in attendance, including government officials and Atlantic Council staff with stake in cybersecurity.

- S1 will deliver 15 minutes of remarks from the podium, followed by a 20 minute fireside chat with and 10 minutes of audience Q&A. 40 minutes of open table discussion will follow the program.

- S1 will have a lapel mic.

- This event is invite only and closed to the public.

- The program will be recorded.

- Members of the press may be in attendance.

Tick-Tock:

6:15pm: S1 Arrives at Atlantic Council

6:20pm: Meet & Greet with Senior Vice President, Atlantic Council, and 2-3 Atlantic Council Executives

6:30pm: S1 is Seated at Head Table

6:35pm: Welcomes Guests

6:45pm: Dinner served

6:50pm: Welcomes and Introduces S1

7:00pm: S1 Delivers Keynote Remarks

7:15pm: Fireside Chat with S1 and
November 14, 2018 Continued

Wednesday

7:35pm: Audience Q&A with S1

7:45pm: Concludes Program

7:47pm: S1 Returns to Seat at Head Table

7:50pm: Dessert Served, Open Discussion at Tables

8:30pm: Delivers Closing Remarks

8:35pm: S1 Departs Atlantic Council

Briefing Materials:

Remarks

Ethics:

S1 does not have any personal ethics restrictions that would prohibit her from giving the keynote address at the Atlantic Council's upcoming dinner to launch the International Conference on Cyber Engagement, scheduled for November 14, 2018, in Washington DC, and co-sponsored by the Hewlett Foundation. See http://www.atlanticcouncil.o

However, to participate, S1 must have determined that this forum is appropriate for an exchange of information relevant to the programs, operations or responsibilities of DHS, after considering factors such as the identity of the host, the frequency of requests from this entity, the number of DHS employees speaking before this entity, and the size and makeup of the audience. This would help prevent against any concerns about AC receiving preferential treatment over other similar organizations that may have requested S1 to speak. Considerations should also include whether S1 has declined other similar invitations from other think tanks without a distinguishing rationale.
If the above determination was made and it was determined to be the most appropriate forum for S1’s dissemination of relevant DHS priorities, S1 may participate so long as she does:

- Not disclose unauthorized nonpublic information
- Not endorse or sanction the activities of Atlantic Council, Hewlett Foundation, their members, activities or services
- Is able and willing to provide the same support to other think tanks that request her engagement
- Not make specific promises related to future business with any attendee or the host, or otherwise discuss any specific case or controversies any of the parties may have.

S1 may accept the provisions of food provided to all and even an item of little intrinsic value intended for presentation only as thanks for giving the keynote. These are not considered gifts to her but customary for an invited speaker.

I understand participants in the dinner include US and foreign government officials, as well prior attendees of the prior International Conference on Cyber Engagement (formerly run by Georgetown). They expect approximately 120 attendees. Press is also expected.
November 15, 2018
Thursday

6:00 AM - 6:15 AM  Travel to DCA

9:55 AM - 2:00 PM  Official Travel: Houston, TX

2:00 PM - 4:20 PM  Wheels Up: Washington

4:35 PM - 4:55 PM  Travel to Residence

5:00 PM - 5:30 PM  Readout Call -- Dial in: [b][5] Access Code: [b][5]

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [b][5]

Requester:
S1

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Kevin McAleenan
Ron Vitiello
Francis Cissna
James McCament
John Mitnick

Call Number:
Dial in: 855-852-7677
Access Code: 9493924
Objective:
Readout call on preliminary path forward reached today, following S1’s discussions in Houston.

Briefing Materials:
No
November 16, 2018

Friday

8:30 AM - 9:45 AM
Read time / prep

9:30 AM - 10:00 AM
Secretary's Daily Brief (SDB) *AS2 Chairing* -- Acting Deputy Secretary's Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [b)(6]

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

9:45 AM - 10:15 AM
Travel to RRB

10:00 AM - 10:45 AM
Operational SVTC -- NAC Building 5 SCIF / Components via SVTC
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [b)(6]

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Evelyn Lim
Miles Taylor
Kate Nichols
Brandon Wales
John Gountanis
Ryan Scudder
Kristen Marquardt
Bryan Ware
Christopher Tomney
Chip Fulghum, MGMT
Frank DiFalco, OPS
Randolph Alles, USSS
Ron Vitiello, ICE
VADM Dan Abel on behalf of ADM Schultz, USCG
Robert Perez on behalf of Kevin McAleenan, CBP
Pete Gaynor on behalf of Brock Long, FEMA
Patty Cogswell on behalf of David Pekoske, TSA
November 16, 2018 Continued

Friday

Talking points

12:45 PM - 1:00 PM  Travel to RRB

1:00 PM - 2:10 PM  Lunch / review remarks

2:10 PM - 2:25 PM  Travel to US Chamber HQ

2:30 PM - 2:45 PM  Remarks: U.S. Chamber Critical Infrastructure Risk Management Conference -- US Chamber HQ, 1615 H St NW

DO NOT FORWARD OR COPY THIS INVITATION

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

Requester:
US Chamber

Front Office Lead:
Brandon Wales

DHS SME:
Daniel Kroese

DHS Advance Lead:
[b]([b])

Attendees:
Secretary
Chad Wolf
Brandon Wales

Location:
U.S. Chamber of Commerce
1615 H Street, NW

Scheduling / Advance Contact:

[b](6)
[b](6)
[b](6)
Cyber, Intelligence, and Security Division
U.S. Chamber of Commerce
Direct: [b](6)
Cell: [b](6)
Email: [b](6)

Objective:
On behalf of the U.S. Chamber of Commerce, I would like to invite Secretary Nielsen to speak at our conference, Critical Infrastructure Risk Management: A Path Forward, on Friday, November 16, 2018. The event will take place at the Chamber’s headquarters in Washington, D.C. from 2 p.m. to 5 p.m. S1 is scheduled to deliver keynote remarks from 2:30pm - 2:45pm.

Briefing Materials:
Remarks, agenda

Ethics:
S1 does not have any personal ethics restrictions that would prohibit
her from giving an official speech at the US Chamber of Commerce, Critical Infrastructure Risk Management event.

However, to participate, S1 must determine that this forum is appropriate for an exchange of information relevant to the programs, operations or responsibilities of DHS, after considering factors such as the identity of the host, the frequency of requests from this entity (I note specifically that S1 has had frequent engagements with US Chamber of Commerce over the last several months), the number of DHS employees speaking before this entity, and the size and makeup of the audience. This would help prevent against any concerns about the Chamber is receiving preferential treatment over other similar organizations that may have requested S1 to speak. Considerations should also include whether S1 has declined other similar invitations from other similar situated entities without a distinguishing rationale. In this instance, I caution that S1’s engagements with the Chamber appear very frequent and it would be prudent to start considering whether there are other venues or new ways to get the message out except through the Chamber of Commerce.
S1 may accept the provisions of food provided to all as well as free attendance on the day she speaks, and even an item of little intrinsic value intended for presentation only as thanks for giving the keynote. These are not considered gifts to her but customary for an invited speaker.

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

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

Requester:
S1

Attendees:
Secretary
Chad Wolf
Kevin McAleenan

Call Number:
(C1's cell)

Notes:
Call with Commissioner McAleenan prior to his meeting with Mexican
November 16, 2018 Continued

Friday

delagation

Briefing Materials:
No

3:30 PM - 4:00 PM
Update - Women in Intel Event -- RRB Secretary’s Conference Room
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
S1

Front Office Lead:

DHS SME:

Attendees:
Secretary
Chad Wolf or Miles Taylor
Evelyn Lim (via phone)
Kristen Marquardt

SAG
SAG
Objective:
Meeting to update S1 on the plans for the Women in Intel Event

Briefing Materials:
Draft agenda, briefing memo

4:00 PM - 5:00 PM  Office Time
November 17, 2018
Saturday

12:30 PM - 1:00 PM

Conference Call w/ S1 -- Dial in: (6) Access Code: (6)
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
S1

Attendees:
Secretary
Chad Wolf
Miles Taylor
Evelyn Lim
Jonathan Hoffman

Call Number:
Dial in: (6)
Access Code: (6)

Notes:
Conference call with S1

Briefing Materials:
No

1:00 PM - 1:30 PM

Caravan Update Call -- Dial in: (6) Access Code: (6)
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

DHS-001-00912-00238812/09/2020
November 17, 2018 Continued
Saturday

Requester:
S1

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Jonathan Hoffman
Kevin McAleenan
Ron Vitiello
James McCament
John Mitnick
Eric Jones

Call Number:
Dial in:
Access:

Notes:
Update on the border / caravan

Briefing Materials:
No
November 19, 2018
Monday

7:45 AM - 8:00 AM
Travel to DCA

8:15 AM - 9:15 AM
Wheels Up: New York City

9:15 AM - 3:00 PM
Official Travel: NYC (Security in the Post-9/11 World Conference)
Chad—Great seeing both of you on Friday and thank you for bringing the Secretary to the Memorial. We would love have her tour the Museum on the near future as well. Be sure to let me know when that would work in your schedule.

As mentioned, I am including some background on the Security Conference we are hosting this November. We would be honored to have the Secretary participate in some manner and would be happy to discuss further if you have any questions.

BTW, I’ve been in touch with Anthony Acocella on your team and will be hosting him and a group of congressional staffers here with the Wilson Center in late May.

Talk soon and don’t hesitate to call if you need anything in the meantime.

Ethics:
S1 does not have personal ethics restrictions that would prevent her from providing a speech at the 9-1 Memorial Conference, so long as S1 determines that this forum is appropriate for an exchange of information relevant to the programs, operations or responsibilities of OHS, after considering factors such as the identity of the host, the frequency of requests from this entity, the number of DHS employees speaking before this entity, and the size and makeup of the audience. This would help prevent against any concerns about the host receiving preferential treatment over other similar organizations that may have requested S1 to speak. Considerations should also include whether S1 has declined other similar invitations from other similar entities without a distinguishing rationale.

Given the content and host, it appears reasonable that this is an appropriate forum for S1 to provide an official speech. If the above determination was made and it was determined to be the most appropriate forum for S1’s dissemination of relevant DHS priorities, S1 may participate so long as she does:
November 19, 2018 Continued

Monday

- Not disclose unauthorized nonpublic information
- Not endorse or sanction the activities of the host, their members, activities or services
- Is able and willing to provide the same support to other entities that request her engagement
- Not make specific promises related to future business with any attendee or the host, or otherwise discuss any specific case or controversies any of the parties may have.

S1 may accept the gift of free attendance to the conference. This would include waiver of all or part of the fee for the day of her presentation, the provision of food, refreshments, entertainment, instruction or materials furnished to all attendees as an integral part of the event. She may also accept an item of little intrinsic value intended for presentation only as thanks for giving the speech. These are not considered gifts to her but customary for an invited speaker.

Please note this guidance is provided in my capacity as an Ethics Official, and is limited to the application of ethics related statutes and regulations. This advice should not be construed to constitute OGE clearance; such clearance should be secured, if necessary, through established review processes, to include Exec Sec processing.

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
November 19, 2018 Continued

Monday

12:00 PM - 12:15 PM

Call to Gov. Brown, CA -- S1 on travel

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [REDACTED]

Requester:

S1

Attendees:

Secretary

Chad Wolf

Call Number:

(b)(6) [REDACTED]

Scheduling Contact:

(b)(6) [REDACTED]

Scheduler, Office of the Governor

Notes:

12:00pm call to Gov. Brown

2:00 PM - 2:30 PM

Call with Ambassador Bolton -- S1 on travel

Unscheduled call
November 19, 2018 Continued
Monday

3:00 PM - 8:45 PM

Wheels Up: San Diego, CO

4:00 PM - 4:15 PM

Call to Senator Capito -- S1 on travel

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
S1

Attendees:
Secretary
Chad Wolf

Call Number:
(Senator's direct)
(b)(6) (backup )

Scheduling Contact:
Office of U.S. Senator Shelley Moore Capito
172 Russell Senate Office Building
Washington D.C. 20510
P: (b)(6) F: (b)(6)

Notes:
Call with Senator Capito to provide an update on the border security / caravan situation and discuss DHS resource needs as the CR comes to a close.

4:00pm EST

Briefing Materials:
November 20, 2018
Tuesday

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 (b)(5)

Attendees:
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Kristen Marquardt
Brandon Wales
Brian Murphy on behalf of Dave Glawe, I&A
PDB briefer
SDB briefer
SDB director

Objective:
Secretary's Daily Brief

10:00 AM - 10:45 AM
Operational SVTC *AS2 Chairing* -- NAC Building 5 SCIF / all others via SVTC
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact (b)(5)

Attendees:
Acting Deputy Secretary
Chad Wolf
Evelyn Lim
Miles Taylor
Kate Nichols
Brandon Wales
John Gountanis
Ryan Scudder
Kristen Marquardt
Bryan Ware
Christopher Tomney
Chip Fulghum, MGMT
Frank DiFalco, OPS
Randolph Alles, USSS
Ron Vitiello, ICE
VADM Dan Abel on behalf of ADM Schultz, USCG
Robert Perez on behalf of Kevin McAleenan, CBP
Pete Gaynor on behalf of Brock Long, FEMA
Patty Cogswell on behalf of David Pekoske, TSA
Tracy Renaud on behalf of Francis Cissna, USCIS
Chris Krebs, NPPD
Jonathan Hoffman, OPA
Christine Ciccone, OLA
Brian Murphy on behalf of Dave Glawe, I&A
James McCament, Policy
Monday

Bill Bryan, S&T (in person 11/20)
John Mitnick, OGC
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 VWS 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.

Official Travel: San Diego, California

11:50 AM - 6:15 PM

Call to Acting AG Whitaker -- S1 on travel

12:30 PM - 12:45 PM

Unscheduled call

12:45 PM - 1:00 PM

Call to SEC Mattis (secure) -- S1 on travel

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
DOD

Attendees:
Secretary
Chad Wolf

Call Number:
November 20, 2018 Continued

Tuesday

Scheduling Contact:

C.E. Currier, Personal & Confidential Assistant to The Secretary of Defense
1000 Defense Pentagon | 3E880
Washington, DC 20301-1000

Notes:
9:45PST / 12:45EST call to Secretary Mattis. Secure.

6:15 PM - 10:55 PM Wheels Up: Washington

11:10 PM - 11:25 PM Travel to Residence
November 21, 2018

**Wednesday**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>7:30 AM - 8:30 AM</td>
<td>Call Time</td>
</tr>
<tr>
<td>8:30 AM - 9:00 AM</td>
<td>Travel to Private Appointment</td>
</tr>
<tr>
<td>9:00 AM - 10:00 AM</td>
<td>Private Appointment</td>
</tr>
<tr>
<td>9:30 AM - 10:00 AM</td>
<td>Secretary’s Daily Brief (SDB) “AS2 Chairing” -- NAC Deputy Secretary’s Office</td>
</tr>
</tbody>
</table>

**DO NOT FORWARD OR COPY THIS INVITATION**

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

**Attendees:**
- Acting Deputy Secretary
- Chad Wolf
- Miles Taylor
- Kristen Marquardt
- Brandon Wales
- Brian Murphy on behalf of Dave Glawe, I&A
- PDB briefer
- SDB briefer
- SDB director
- Chris Krebs, NPPD

**Objective:**
- Secretary’s Daily Brief

**10:00 AM - 10:15 AM** | Travel to RRB

**10:20 AM - 10:35 AM** | Call to Secretary Pompeo -- RRB Secretary’s Office

**DO NOT FORWARD OR COPY THIS INVITATION**

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

**Requester:**
- S1

**Attendees:**
- Secretary
- Chad Wolf
November 21, 2018 Continued

Wednesday

Call Number:

(6) State Ops

Scheduling Contact:

L(6)

Office Manager to the Secretary of State

U.S. Department of State | 2201 C Street NW, Washington, D.C. 20520

Office:

L(6)

Notes:

10:20am EST call to Secretary Pompeo

11:15 AM - 12:00 PM

RIM Update Call -- S1 from RRB Secretary's Office

12:00 PM - 12:30 PM

Lunch

12:15 PM - 12:35 PM

Private Appointment

6:00 PM - 6:30 PM

RIM Update Conference Call -- Dial in: Access Code: 6

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Chip Fulghum, MGMT
Kevin McAleenan, CBP
Carla Provost, CBP
Meghann Peterlin, CBP
Ron Vitiello, ICE
Matt Albence, ICE
Jennifer Higgins, USCIS
John Mitnick, OGC
James McCament, PLCY
Jonathan Hoffman, OPA

Call Number:
Dial in: [b]6[/b]
Access Code: [b]6x6[/b]

Objective:
Small group update from this morning’s discussion on RIM. 6:00pm EST.
November 21, 2018 Continued
Wednesday
<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>November 22, 2018</td>
<td>8:00 AM - 6:00 PM</td>
<td>Holiday - Thanksgiving</td>
</tr>
</tbody>
</table>
November 24, 2018
Saturday

7:30 PM - 10:00 PM  Private Appointment
November 26, 2018

Monday

All Day
FYI: SOUTHCOM Change of Command Ceremony (Miami, FL)

7:30 AM - 8:30 AM 
Call Time

8:20 AM - 8:50 AM 
Travel to RRB

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
John Gountanis
Ryan Scudder
Kristen Marquardt

Bryan Ware
Chip Fulghum, MGMT
John Hill, OPE
Jonathan Hoffman or Tyler Houlton, OPA
Christine Ciccone, OLA
November 26, 2018 Continued

Monday

John Mitnick, OGC
James McCament, Policy
Patrick Kearney
Christina Bobb, ESEC
Eliza Thurston

[Redacted] SAG

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

Secretary's Daily Brief (SOB) -- RRB, 7th Floor SCIF (Room 73C)
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [Redacted]
November 26, 2018 Continued

Monday

SDB director

Objective:

Secretary's Daily Brief

10:00 AM - 10:20 AM

Prep for RRB 7th Floor SCIF

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:

S1

Front Office Lead:

Kristen Marquardt

Staff SME:

Alex Kisselburg

Attendees:

Secretary

Chad Wolf or Miles Taylor

Kristen Marquardt

Dave Glawe, I&A

Dimple Shah, Policy
November 26, 2018 Continued

Monday

Objective:

Prep for (b)(7)(E); this will occur immediately following SDB

Briefing Materials:

Briefing memo

10:20 AM - 11:00 AM

Office Time

11:00 AM - 11:45 AM

Meeting with Director (b)(6); (b)(7)(C); (b)(7)(E) - RRB Commissioner's Small Conference Room (4.4A)

DO NOT FORWARD OR COPY THIS INVITATION

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

Requester:

Embassy of Israel

Front Office Lead:

Kristen Marquardt

DHS SME:

(b)(6)

DHS Protocol Lead:

(b)(6)

Attendees:
November 26, 2018 Continued

Monday

Secretary

Chad Wolf or Miles Taylor

Kristen Marquardt

Dimple Shah, Policy

Dave Glawe, I&A

External Attendees:

(b)(6); (b)(7)(C); (b)(7)(E)

External Scheduling / Protocol Contact:

(b)(6); (b)(7)(C); (b)(7)(E)

Cell: (b)(6)

Objective:

(b)(7)(E)
Front Office Lead:
Brandon Wales

Staff SME:
Tom McDermott

Attendees:
Secretary
Chad Wolf
Miles Taylor
Brandon Wales
James McCament, Policy
Tom McDermott, Policy
Chris Krebs, CISA +1

Objective:
Prep S1 in advance of the China Cyber PC

Briefing Materials:
Briefing memo, read ahead

3:30 PM - 4:00 PM
RRB Commissioner’s Small Conference Room
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [Redacted]

Requester:
Monday

S1

**Front Office Lead:**
Ryan Scudder

**Staff SME:**
Kevin McAleenan

**Attendees:**
Secretary
Acting Deputy Secretary (via phone)
Chad Wolf or Miles Taylor
Ryan Scudder
Kevin McAleenan, CBP
Carla Provost, CBP

**Objective:**
To prepare for S1’s meeting with

**Briefing Materials:**
Briefing memo

Media Prep -- RRB Secretary's Office
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [redacted]

DHS-001-00912-00240912/09/2020
Requester:
S1

Front Office Lead:
Jonathan Hoffman

DHS SME:
Katie Waldman

Attendees:
Secretary
Chad Wolf
Miles Taylor
Jonathan Hoffman
Katie Waldman

Objective:
To prepare S1 for the Sean Hannity interview

Briefing Materials:
Talking points

4:50 PM - 5:05 PM
Travel to Fox Studio

5:30 PM - 6:00 PM
Interview: Sean Hannity Pre-tape -- FOX News 400 North Capitol Street
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [redacted].

Requester:
Fox News

Front Office Lead:
Jonathan Hoffman

DHS SME:
Katie Waldman

DHS Advance Lead:
TBD

Attendees:
Secretary
Chad Wolf
Jonathan Hoffman

Location:
Fox News
400 North Capitol Street

Objective:
Pre-tape interview with Sean Hannity
Briefing Materials:

Talking points
Tuesday

Miles Taylor
Ryan Scudder
John Gountanis
Kevin McAleenan, CBP
Meghann Peterlin, CBP
George Fishman on behalf of John Mitnick, OGC
Jonathan Hoffman, OPA
Christine Ciccone, OLA
Uyen Dinh, OLA
Chip Fulghum, MGMT
James McCament, Policy
Mike Huston, Policy

Objective:
Prep in advance of S1's hill briefing. Topics include caravan update; RIM; appropriations / ability to operate under CR; and wall funding.

Briefing Materials:
Briefing memo

3:30 PM - 4:00 PM
USCG Cyber Options Update -- RRB 7th Floor SCIF
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [redacted]

Requester:
S1
Front Office Lead:
Brandon Wales

DHS SME:
Tom McDermott / RDML David Dermanelian

Attendees:
Secretary
Chad Wolf or Miles Taylor
Brandon Wales
Bryan Ware
ADM Schultz, USCG
RDML David Dermanelian, USCG
RDML Robert Hayes, USCG
Chris Krebs, CISA
James McCament, Policy
Tom McDermott, Policy
Hayley Chang on behalf of John Mitnick, OGC
RDML Jones, MIL

Objective:
Follow up on options for USCG cyber operations
November 27, 2018 Continued

Tuesday

Briefing Materials:

Briefing memo

4:00 PM - 4:30 PM

Implementation of EO 13848 -- RRB 7th Floor SCIF

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact ___

Requester:
S1

Front Office Lead:
Brandon Wales

Staff SME:
Tom McDermott

Attendees:
Secretary
Chad Wolf or Miles Taylor
Brandon Wales
Bryan Ware
Chris Krebs, CISA
Geoff Hale, CISA
Brian Scott, CISA
on behalf of Dave Glawe, I&A
Chris Wright, I&A
James McCament, Policy
Tom McDermott, Policy

Objective:

Provide overview of how DHS is working with ODNI and DOJ to implement EO 13848, including the approach we are using to assess foreign interference in our election infrastructure.

Briefing Materials:

Briefing memo

4:45 PM - 5:00 PM

Call to Senator Sullivan -- RRB Secretary's Office

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact ___

Requester:
Senator Sullivan

Front Office Lead:
Christine Ciccone
Staff SME: 
Dave Wonnenberg

Attendees: 
Secretary 
Chad Wolf

Call Number: 
(512) direct - staffer will answer

Scheduling Contact: 
(512) Scheduler 
U.S. Senator Daniel S. Sullivan - Alaska 
702 Hart Senate Building

Notes: 
Senator Sullivan asked I try again for a phone call with Secretary Nielsen regarding a couple of issues, including the recent Coast Guard bill. Is there any availability the week of November 26th?

Briefing Materials: 
Briefing memo, talking points

5:00 PM - 5:15 PM 
Travel to Capitol Hill

5:30 PM - 6:30 PM 
Immigration Briefing to House GOP Whip Team - US Capitol, HC-5

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester: 
Rep. Scalise

Front Office Lead: 
Christine Ciccone

DHS SME: 
DHS-001-00912-00241612/09/2020
Objective:

Rep. Scalise would like S1 to come brief the GOP whip team Tuesday, November 26 at 5:30pm on border/immigration. Primary focus would be DHS funding, secondary focus on caravan and Remain in Mexico.

Briefing Materials:

(1) DHS funding (wall, beds, etc)

(2) Loopholes legislation (what we need and why)
(3) Caravan update and how we are responding in coordinating w/ Mex

(4) Remain in Mexico plan and state of play
November 28, 2018

Wednesday

8:00 AM - 8:30 AM
Travel to JBA

9:00 AM - 9:30 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
Jeanette Manfra on behalf of Chris Krebs, NPPD

Objective:
Secretary’s Daily Brief

9:15 AM - 10:05 AM
Wheels Up: Lynchburg, VA

10:05 AM - 11:30 AM
Official Travel: Lynchburg, VA (FLOTUS)

11:30 AM - 12:20 PM
Wheels Up: JBA

12:35 PM - 1:15 PM
Travel to CISA

2:00 PM - 2:45 PM
CISA Unveiling Event -- CISA HQ 1110 North Glebe Rd., Arlington, VA

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

Requester:
S1

Front Office Lead:
Evelyn Lim

DHS SME:
Emily Early

DHS Advance Lead:

Attendees:
November 28, 2018 Continued

Wednesday

Secretary
Chad Wolf
Miles Taylor
Evelyn Lim
Brandon Wales
Bryan Ware
Additional attendees invited separately

Location:
CISA
1110 North Glebe Rd.
Arlington, VA

Objective:
CISA unveiling event

- Closed press but live streamed by DHS
- Approximately 100 + CISA employees plus senior leadership in attendance
- S1 will be speaking from a podium

TBD

S1 arrives at CISA and proceeds to 8th Floor, US Chris Krebs Office
1:55pm S1, accompanied by US Krebs, proceeds to 11th Floor, Executive Conference Room
2:00pm Emily Early, Chief of Staff and emcee for event, begins program with brief remarks and introduces US Krebs
2:05pm US Krebs delivers brief remarks and introduces S1
2:10pm S1 delivers remarks
2:20pm Emcee Emily Early invites senior leadership forward
2:25pm S1, US Krebs and senior leadership unveil CISA name and logo
2:25pm S1 and US Krebs cut cake
2:30pm S1, US Krebs and senior leadership take photo and mingle
2:45pm S1 departs CISA

Briefing Materials:
Agenda, talking points

2:45 PM - 3:05 PM
Travel to RRB

3:30 PM - 4:00 PM
Scheduling Meeting -- RRB Secretary’s Office
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [mailto:6]___
Requester:
S1

Front Office Lead:
Eliza

Attendees:
Secretary
Chad Wolf
Miles Taylor
Evelyn Lim
Eliza Thurston

Objective:
Weekly scheduling meeting

Briefing Materials:
Front office will provide

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

Requester:
November 28, 2018 Continued

OGC

Attendees:
Secretary

Objective:
Private appointment

Briefing Materials:
No
November 29, 2018
Thursday

7:30 AM - 8:30 AM
Call Time

8:30 AM - 8:50 AM
Travel to RRB

9:00 AM - 9:30 AM
Secretary's Staff Meeting -- RRB Secretary's Conference Room / Dial-in: (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](6)

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Evelyn Lim
Kate Nichols
Brandon Wales
John Gountanis
Ryan Scudder
Tony Barker
Kristen Marguartd
Bryan Ware
Chip Fulghum, MGMT
John Hill, OPE
Jonathan Hoffman or Tyler Houlton, OPA
Christine Ciccone, OLA
John Mitnick, OGC
James McCament, Policy
Patrick Kearney
Christina Bobb, ESEC
SAG
Eliza Thurston

Call Number:
Dial in: (6)
Access Code:

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 [b](6)

Attendees:
November 29, 2018 Continued
Thursday

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

10:00 AM - 10:30 AM
Trip Prep: MENA (Egypt) -- RRB, 7th Floor SCIF (Room 7.3C)
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
S1

Front Office Lead:
Kristen Marquardt

Staff SME:
November 29, 2018 Continued
Thursday

Elizabeth (Egypt)

Attendees:
Secretary
Chad Wolf
Miles Taylor
Kristen Marquardt
James McCament, Policy (unable to attend)
Elizabeth Neumann, Policy (on travel)
Dimple Shah, Policy (on travel)
Tom Warrick, Policy
Matt King, Policy
Jonathan Hoffman, OPA
Ian Saunders on behalf of Kevin McAleenan, CBP
Briana Petyo, CBP
Aaron Chang, Advance
Christina Bobb

Objective:
To prepare S1 for her MENA trip – Egypt

Briefing Materials:
Trip book; materials due on Nov 21
November 29, 2018 Continued
Thursday

11:00 AM - 11:15 AM
Departure Photos -- RRB Secretary's Suite

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [redacted]

Requester:
Front office

Attendees:
Secretary
Ryan Scudder

Objective:
Departure photos for employees moving to new roles within DHS

Briefing Materials:
None

11:30 AM - 12:00 PM
SVTC w/ Gen. O'Shaughnessy, NORTHCOM -- 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:
RDML Jones
November 29, 2018 Continued
Thursday

Staff SME:
RDML Jones

After Action Officer:
RDML Jones

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Brandon Wales
RDML Jones, MIL

Scheduling Contact:

Objective:
Monthly SVTC with Gen. O'Shaughnessy, NORTHCOM

Briefing Materials:
November 29, 2018 Continued
Thursday

Briefing memo, talking points

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

12:45 PM - 1:00 PM  Call to Rep. Price -- RRB Secretary's Office
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
Rep. Price

Front Office Lead:
Christine Ciccone

DHS SME:
Tom Blank

Attendees:
Secretary
Chad Wolf
Christine Ciccone

Call Number:
November 29, 2018 Continued
Thursday

1:00 PM - 1:30 PM

(b)(6) (NOC will build the call)

Scheduling Contact:

(b)(6)

Deputy Chief of Staff and Washington Office Director | Congressman David E. Price (NC-04)

(b)(6)

(b)(6)

Notes:

Rep. Price would like to discuss the (b)(6) removal case. Rep. Butterfield will also be on the call.

Briefing Materials:

Talking points

1:00 PM - 1:30 PM

Prep: Mexico Meetings & Monday’s Negotiations -- RRB Commissioner’s Large Conference Room (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 / John

DHS SME:
Mike Huston

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Miles Taylor
John Gountanis
Ryan Scudder
November 29, 2018 Continued

Thursday

Tony Barker
James McCament, Policy
Mike Huston, Policy
Meghann Peterlin, CBP
Francis Cissna, USCIS
Ron Vitiello, ICE
John Mitnick, OGC (via phone)
Aaron Chang, Advance (via phone)

Call Number: [Redacted]
Dial in: [Redacted]
Access Code: [Redacted]

Objective:
Prep in advance of S1’s trip to Mexico and the negotiations on Monday

Briefing Materials:
Briefing memo

1:30 PM - 2:00 PM
Hearing Prep - Read Time -- RRB Secretary’s Office

2:00 PM - 2:20 PM
OMB Passback Review -- RRB Commissioner’s Large Conference Room (Room 4.4A)

If there are any questions, please contact [Redacted]

Requester:
S1

Front Office Lead:
Kate Nichols

DHS SME:
Chip Fulghum

Attendees:
1-2 page set of talking points

4:00 PM - 4:15 PM
Travel to RRB

4:30 PM - 5:00 PM
*NEW TIME* USSS Retirement Reform Briefing -- RRB Commissioner’s Large Conference Room (Room 4.4A)
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [redacted]

Requester:
Director Alles

Front Office Lead:
[b](6)

DHS SME:
[b](6) USSS

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Evelyn Lim
Kate Nichols
[b](6) Director Alles, USSS

[b](6) USSS
Objective:

USSS would like to discuss creating an exclusive benefit solution in addition to the current FERS benefits system to address operational readiness and mission risk caused by attrition. This meeting is in response to previous briefings and discussions between DHS and Secret Service related to modeling of enhancements involving the FERS benefits.

Briefing Materials:

Briefing memo
November 30, 2018

Friday

7:30 AM - 8:30 AM  
Call Time

8:30 AM - 8:50 AM  
Travel to RRB

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

10:00 AM - 10:45 AM  
Operational SVTC -- S1 from RRB, 7th Floor SCIF (Room 7.3C) / all others via SVTC

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Attendees:

Secretary
Acting Deputy Secretary
November 30, 2018 Continued

Friday

Chad Wolf
Evelyn Lim
Miles Taylor
Kate Nichols
Brandon Wales
John Goutanitis
Ryan Scudder
Tony Barker
Kristen Marguardt
Bryan Ware
Christopher Tomney
Chip Fulghum, MGMT
Frank DiFalco, OPS
Randolph Alles, USSS
Ron Vitiello, ICE
ADM Ray on behalf of ADM Schultz, USCG
Robert Perez on behalf of Kevin McAleenan, CBP
Dan Kaniewski on behalf of Brock Long, FEMA
Patty Cogswell on behalf of David Pekoske, TSA
Francis Cissna, USCIS
Chris Krebs, CISA
Jonathan Hoffman, OPA
Christine Ciccone, OLA
Dave Glawe, I&A
James McCament, Policy
Gail Miller on behalf of Bill Bryan, S&T
Hayley Chang on behalf of John Mitnick, OGC
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 VWS 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.

Update: Compartmented Threat -- RRB, 7th Floor SCIF (Room 7.3C)
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
S1

Front Office Lead:
Kristen Marquardt

DHS SME:
Dave Glawe

Attendees:
Secretary
Dave Glawe, I&A
Chris Krebs, CISA (unable to attend – on travel)
Jeanette Manfra, CISA
Jason Ogden, CISA
Mark Bristow, CISA
Agency Briefers

Objective:
Update: Compartmented Threat

Briefing Materials:
No

11:40 AM - 12:00 PM
Travel to DCA

12:15 PM - 5:00 PM
Wheels Up: Mexico City, MX

2:00 PM - 2:15 PM
DHS Strategic Plan Discussion -- $1 on travel
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [redacted]

Requester:
S1

Attendees:
Secretary
Miles Taylor

Objective:
Review DHS strategic plan

Briefing Materials:

DHS-001-00912-00243612/09/2020
November 30, 2018 Continued

Friday

No

5:20 PM - 11:25 PM

Official Travel: Mexico City, Mexico
December 1, 2018

Saturday

8:40 AM - 11:00 PM Official Travel: Mexico City, Mexico (AMLO Inauguration)
DO NOT FORWARD OR COPY THIS INVITATION

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

Requester:
S1

Front Office Lead:
Miles

Attendees:
Secretary
Miles Taylor

Call Number:
State Ops: [Redacted]

Scheduling Contact:
[Redacted]

Notes:
Call with Secretary Pompeo
4:35pm EST (after wheels down)
December 2, 2018 Continued
Sunday

4:45 PM - 5:00 PM  Travel to Residence
December 3, 2018

Monday

7:30 AM - 8:30 AM Call Time

8:00 AM - 8:40 AM Travel to NAC

9:00 AM - 11:00 AM Meeting with Marcelo Ebrard, Mexico -- NAC Building 5 Secretary's Office

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [redacted]

Requester:
S1

Front Office Lead:
John / Ryan

DHS SME:
Mike Huston

DHS Protocol Lead:
TBD

Attendees:
Secretary
TBD

External Scheduling / Protocol Contact:
TBD
Trip Prep: MENA - Jordan -- NAC Building 5 SCIF

DO NOT FORWARD OR COPY THIS INVITATION

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

Requester: S1

Front Office Lead: Kristen Marquardt

Staff SME: Dimple (Jordan)

Attendees:
- Secretary
- Chad Wolf
- Miles Taylor
- Kristen Marquardt
- James McCament, Policy
- Dimple Shah, Policy
- Elizabeth Neumann, Policy
Objective:
To prepare S1 for her MENA trip – Jordan

Briefing Materials:
Trip book; materials due on Nov 26

Requester:
S1

Front Office Lead:

DHS SME:
Christine Ciccone

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Evelyn Lim
Kate Nichols
Brandon Wales
Kristen Marquardt
Bryan Ware
Christine Ciccone, OLA
Uyen Dinh, OLA
Vince Micone, OLA
December 3, 2018 Continued
Monday

James McCament, Policy
Elizabeth Neumann, Policy
Christopher Krebs, CISA (via phone: 703-235-5870)
Ha McNiel on behalf of Dave Pekoske, TSA
John Mitnick, OGC
Chip Fulghum, MGMT
Christina Bobb, ESEC
Jonathan Hoffman, OPA

Objective:
Hearing prep – Threats

Briefing Materials:
Hearing book

2:00 PM - 3:00 PM

Hearing Prep - Immigration & Border -- NAC 5107 Conference Room

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
S1

Front Office Lead:

DHS SME:
Christine Ciccone

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Miles Taylor

DHS-001-00912-00244412/09/2020
Objective:

Hearing prep – Immigration & Border.

Briefing Materials:
December 4, 2018

Tuesday

7:30 AM - 8:30 AM
Call Time

8:00 AM - 8:40 AM
Travel to NAC

9:00 AM - 9:30 AM
Secretary's Daily Brief (SDB) -- NAC Secretary's Office

DO NOT FORWARD OR COPY THIS INVITATION

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

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

9:30 AM - 10:00 AM
MENA Trip Intel / Threat Briefing -- NAC Building 5 SCIF

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [contact information]
December 4, 2018 Continued

Requester:
S1

Front Office Lead:
Kristen Marquardt

DHS SME:
Dave Glawe

Attendees:
Secretary
Chad Wolf
Kristen Marquardt
James McCament, Policy
Elizabeth Neumann, Policy
Dimple Shah, Policy
Dave Glawe, I&A
Kurt Reuther, I&A
Briefer (I&A to coordinate)

Objective:
Classified briefing re: intel/threat picture in advance of S1's MENA travel.
Topics include:

1. Threat picture
2. Intel backdrop / regional issues
3. Key bios / government dynamics

Briefing Materials:

briefing memo

Attendees:

Secretary
Acting Deputy Secretary
Chad Wolf
Evelyn Lim
Miles Taylor
Kate Nichols
Brandon Wales
John Goutanis
Ryan Scudder
Tony Barker
Kristen Marquardt
Bryan Ware
Christopher Tomney
Chip Fulghum, MGMT
Frank DiFalco, OPS
Randolph Alles, USSS
Ron Vitiello, ICE
ADM Schultz, USCG
Robert Perez on behalf of Kevin McAleenan, CBP
Pete Gaynor on behalf of Brock Long, FEMA
Patty Cogswell on behalf of David Pekoske, TSA
Francis Cissna, USCIS
Chris Krebs, CISA
Jonathan Hoffman, OPA
Christine Ciccone, OLA
Dave Glawe, I&A
Dimple Shah on behalf of James McCament, Policy
Bill Bryan, S&T (no representation 12/4)
John Mitnick, OGC
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] 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.

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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.

10:45 AM - 11:15 AM  
Mexico Strategy  --  NAC Secretary’s Office  
DO NOT FORWARD OR COPY THIS INVITATION  
If there are any questions, please contact Eliza.Thurston@hq.dhs.gov.

Requester:  
S1

Front Office Lead:  
Miles

Attendees:  
Secretary  
Chad Wolf  
Miles Taylor  
Jonathan Hoffman

Objective:  
Mexico strategy discussion

Briefing Materials:  
None

11:15 AM - 1:30 PM  
Office Time / Lunch
December 4, 2018 Continued

Tuesday

11:30 AM - 11:45 AM

Call to A/AG Whitaker -- NAC Secretary's Office

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
S1

Front Office Lead:
COS

Attendees:
Secretary
Chad Wolf

Call Number:

Scheduling Contact:

Notes:
Call with Acting AG Whitaker regarding Mexico

Briefing Materials:
No
December 4, 2018 Continued

Tuesday

12:15 PM - 12:30 PM

Call to Senator Portman -- NAC Secretary's Office

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [Blank]

Requester:
Senator Portman

Front Office Lead:
Christine Ciccone

DHS SME:
David Wonneberg

Attendees:
Secretary
Chad Wolf
Christine Ciccone

Call Number:
[Blank] (will facilitate)

Scheduling Contact:
[Blank]

U.S. Senator Rob Portman (OH)
December 4, 2018 Continued
Tuesday

448 Russell Senate Office Building
Washington, DC 20510

Notes:
Senator Portman has asked that I outreach to check on Secretary Nielsen's availability for a call next week.

The topic would be to discuss the possibility of Ohio hosting a DHS led conference for communities of interest to provide feedback on improving security at places of worship and other non-profits.

Briefing Materials:
Briefing memo, talking points

1:30 PM - 2:15 PM
Briefing with Gen. Nakasone -- NAC Building 5 SCIF
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
NSA

Front Office Lead:
Brandon Wales

DHS SME:
December 4, 2018 Continued

Tuesday

Chris Krebs

DHS Protocol Lead:
TBD

Attendees:
Secretary
Chad Wolf
Miles Taylor
Bandon Wales
Geoff Hale on behalf of Chris Krebs, CISA
Chris Wright, CISA

External attendees:
GEN Nakasone
Anne Neuberger, NSA
Maj Gen Charles Moore, USAF

External Scheduling / Protocol Contact:

Personal Assistant to the
Commander, U.S. Cyber Command (USCYBERCOM)

Comm:
December 5, 2018 Continued

Wednesday

COS

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Kevin McAleenan, CBP
John Mitnick, OGC

Call Number:
Call number: [redacted] / Pin: [redacted]

Notes:
Call to discuss DoD RFAs

Briefing Materials:
No

6:15 PM - 6:30 PM
Travel to McMahon Residence

6:30 PM - 8:30 PM
Administrator McMahon Holiday Cocktail Reception

Requester:

Attendees:
Secretary

Scheduling Contact:
Scheduler
Office of the Administrator
U.S. Small Business Administration

Location:
Wardman Tower
2660 Connecticut Ave NW
Washington, DC

Objective:
You and a guest are invited to join at DC Residence to celebrate the season and enjoy cocktails and scrumptious heavy hors d'oeuvres. Wednesday, December 5 from 6:30pm - 8:30pm.

Briefing Materials:
No

Ethics:
There is no ethics prohibition to S1's acceptance of free attendance at the below dinner at the Honorable McMahon's house on Dec 5, if she determines that her attendance would not cause a reasonable person to knowledge of the relevant facts to question her integrity or impartiality.

For social engagements, S1 may accept food, refreshments, and entertainment for herself (and a guest) if she makes the above described determination. This is because it meets the social invitation exception to the general prohibition on acceptance of gifts from outside sources.

This determination is based on the available information and my chat with this morning. The dinner is for Executive Branch agency heads only. The gift is not solicited and the Honorable McMahon is hosting this dinner in a personal capacity. This means no one is paying to attend, there is no sponsors, and she is personally paying for the event. This is not an official SBA engagement. Based on this information, it does not appear that a reasonable person with relevant knowledge would question the Secretary's integrity or impartiality if she accepted attendance.

Value of attendance is under not expected to be in excess of $156, but
December 5, 2018 Continued
Wednesday

[Redacted] will follow up with me with this information once she has it. At your disposal if you have questions or if additional information comes available which could change the assessment.
December 6, 2018
Thursday

8:00 PM - 12:00 AM
MENA / Aqaba Conference
December 8 – 9

7:30 AM - 8:30 AM
Call Time

8:00 AM - 9:30 AM
Office Time / Folders

8:00 AM - 8:40 AM
Travel to NAC

9:30 AM - 10:00 AM
Secretary’s Daily Brief (SDB) -- NAC Secretary’s Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [redacted]

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
Thursday

10:00 AM - 10:30 AM Meeting with Enrique Degenhart, Guatemala -- NAC Building 1, Room 01-045 (smaller room)

DO NOT FORWARD OR COPY THIS INVITATION

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

Requester:
S1

Front Office Lead:
John / Ryan

DHS SME:
David Cloe

DHS Protocol Lead:
TBD

Attendees:
Secretary
Chad Wolf
James McCament, Policy
Robert Perez on behalf of Kevin McAleenan, CBP
Ron Vitiello, ICE

External attendees:
Minister Enrique Degenhart, Ministry of Interior of Guatemala
Ambassador Manuel Espina, Embassy of Guatemala
December 6, 2018 Continued
Thursday

DCM Lionel Maza, Embassy of Guatemala
Counselor Beatriz Sanchez, Embassy of Guatemala

External Scheduling / Protocol Contact:
TBD

Notes:
Meeting with Minister of Government of Guatemala, Enrique Degenhart

Briefing Materials:
Briefing memo

10:30 AM - 11:30 AM
Read Time -- NAC Secretary’s Office

11:30 AM - 12:00 PM
Philippines Aviation Security Update -- NAC Building 5 SCIF
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
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Kristen Marquardt
James McCament, Policy
Elizabeth Neumann, Policy
Dimple Shah, Policy
Patty Cogswell on behalf of Dave Pekoske, TSA
Paul Fujimura, TSA
Brian Murphy on behalf of Dave Glawe, I&A

Objective:

Provide S1 a view of the relationship landscape with the Philippines, the current status of our review of the airport security and associated issues, likely outcome of that review, ramifications of future actions (both security wise, trade wise, and diplomatically). Needs to include a discussion of other actors trying to replace the US relationship (China and Russia), and friendly partner interests (Australia, Japan, etc.). Also, a very brief threat overview of threats emanating from Philippines to the homeland.

Briefing Materials:

Briefing memo
December 6, 2018 Continued
Thursday

12:00 PM - 2:15 PM  
Lunch / Office Time -- NAC Secretary’s Office

2:15 PM - 3:00 PM  
Update on CF Discussions -- NAC 5110 Conference Room
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [Contact Information]

Requester:
S1

Front Office Lead:
COS

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
John Gountanis
Francis Cissna, USCIS
John Mitnick, OGC
George Fishman, OGC
Dimple Shah, Policy

Notes:
Please hold 2:15 pm for a meeting with S1 regarding CF Discussions.

Briefing Materials:
No

3:00 PM - 3:30 PM  
Travel to Residence

3:30 PM - 6:00 PM  
MENA Trip Preparations -- S1 Residence

7:15 PM - 7:45 PM  
Travel to JBA

8:00 PM - 12:00 AM  
Wheels Up: Shannon, Ireland
### December 7, 2018

#### All Day

- **MENA / Aqaba Conference**
  - Please See Above

#### 12:00 AM - 2:15 AM

- **Wheels Up: Shannon, Ireland**
  - Please See Above

#### 3:45 AM - 9:35 AM

- **Wheels Up: Aqaba, Jordan**

#### 8:00 AM - 8:30 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 [Contact Information]

  **Attendees:**

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

  **Objective:**

  - Secretary's Daily Brief

#### 10:00 AM - 10:45 AM

- **Operational SVTC *AS2 Chairing* -- NAC Building 5 SCIF / Components via SVTC**
  
  **DO NOT FORWARD OR COPY THIS INVITATION**

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

  **Attendees:**

  - Acting Deputy Secretary
  - Chad Wolf
  - Evelyn Lim
  - Miles Taylor
  - Kate Nichols
  - Brandon Wales
  - John Goustanis
  - Ryan Scudder
  - Tony Barker
  - Kristen Marquardt
  - Bryan Ware
  - Christopher Tomney
  - Chip Fulghum, MGMT
  - Frank DiFalco, OPS
  - Randolph Alles, USSS
  - Ron Vitiello, ICE
  - ADM Schultz, USCG
Notes:
This SVTC is for the Principal, Deputy OR the third most senior person in the department / component. No surrogates. DHS VVS 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.
December 8, 2018
Saturday

All Day

MENA / Aqaba Conference

Please See Above
December 9, 2018
Sunday

All Day  MENA / Aqaba Conference  Please See Above
December 10, 2018

Monday

All Day

MENA / Aqaba Conference

Please See Above

2:00 AM - 3:05 AM

Wheels Up: Cairo, Egypt

8:00 AM - 8:30 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

11:00 AM - 11:30 AM

Call to DCOS Taylor (unclass) -- S1 on travel

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
S1

Attendees:
Secretary
Chad Wolf
Miles Taylor

Call Number:

Notes:
Call with Miles regarding Mexico; 11:00am EST / 6:00pm EET

Briefing Materials:
No
December 11, 2018
Tuesday

8:00 AM - 8:30 AM
MENA / Aqaba Conference

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

10:00 AM - 10:45 AM
Operational SVTC *AS2 Chairing* -- NAC Building 5 SCIF / Components via SVTC

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

Attendees:
Acting Deputy Secretary
Chad Wolf
Evelyn Lim
Miles Taylor
Kate Nichols
Brandon Wales
John Gountanis
Ryan Scudder
Tony Barker
Kristen Marquardt
Bryan Ware
Christopher Tomney
Chip Fulghum, MGMT
Frank DiFalco, OPS
Randolph Alles, USSS
Ron Vitiello, ICE
ADM Schultz, USCG
Robert Perez on behalf of Kevin McAleenan, CBP
Pete Gaynor on behalf of Brock Long, FEMA
Patty Cogswell on behalf of David Pekoske, TSA
Francis Cissna, USCIS
Chris Krebs, CISA
Jonathan Hoffman, OPA
December 11, 2018 Continued
Tuesday

Christine Ciccone, OLA
Dave Glawe, I&A
James McCament, Policy
Bill Bryan, S&T
John Mitnick, OGC
James McDonnell, CWMD (in person 12/11)
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\[b(6)\]
or\[b(6)\] 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.

10:00 AM - 10:15 AM

Call from Secretary Mattis (secure) -- 51 on travel
DO NOT FORWARD OR COPY THIS INVITATION

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

Requester:

DOD
December 11, 2018 Continued

Tuesday

Attenees:

Secretary

Chad Wolf

Call Number:

Call connected via the NOC (DOD will initiate)

Scheduling Contact:

Notes:

Call with SecDef; secure.

10:00am EST / 5:00pm EET

Briefing Materials:

No

10:30 AM - 10:45 AM

Call to Rep. Meadows -- S1 on travel

DO NOT FORWARD OR COPY THIS INVITATION

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

Requester:

S1

Attendees:

Secretary
December 11, 2018 Continued
Tuesday

Chad Wolf

Call Number:

Scheduler
Rep. Mark Meadows (NC-11)

Notes:
Call to Rep Meadows re: wall funding
10:30am EST / 5:30pm EET
December 12, 2018
Wednesday

12:00 AM - 10:00 PM
MENA / Aqaba Conference

5:15 AM - 11:10 AM
Wheels Up: Shannon, Ireland

8:00 AM - 8:30 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 [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

12:40 PM - 8:30 PM
Wheels Up: Camp Springs, MD

2:30 PM - 3:00 PM
Call with Secretary Pompeo & A/AG Whitaker -- S1 on travel
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [Redacted]

Requester:
S1

Front Office Lead:
Miles

Attendees:
Secretary
December 12, 2018 Continued
Wednesday

Chad Wolf

Call Number:
State Ops will reach out via the NOC; they'll connect DOJ.

Scheduling Contact:
(b)(6)
Office Manager to the Secretary of State
U.S. Department of State | 2201 C Street NW, Washington, D.C. 20520
(b)(6)
(b)(6)
(b)(6)
(b)(6)

Notes:
Call with A/AG and Sec. Pompeo re: Mexico negotiations
2:30pm EST

8:45 PM - 9:15 PM  Travel to Residence
December 13, 2018
Thursday

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

10:45 AM - 11:00 AM
Call to Secretary Azar -- RRB Secretary's Office
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [redacted]

Requester:
HHS

Front Office Lead:
John Gountanis

DHS SME:
Francis Cissna

Attendees:
Secretary
Chad Wolf

Call Number:
(staffer Rose will connect)

Scheduling Contact:
[redacted]
December 13, 2018 Continued
Thursday

Notes:

Call with Secretary Azar re: UACs.

Briefing Materials:

11:00 AM - 11:45 AM

Prep: Immigration PC -- RRB Commissioner's 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:

John Gountanis / Tony Barker

DHS SME:

Attendees:

Secretary

Acting Deputy Secretary

Chad Wolf

Miles Taylor

John Gountanis

Tony Barker

Jonathan Hoffman, OPA
December 13, 2018 Continued
Thursday

Briefing memo

5:00 PM - 7:00 PM

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

Requester:
S1

Front Office Lead:
Jonathan Hoffman

Attendees:
Secretary
Chad Wolf
Jonathan Hoffman
Katie Waldman

Objective:
Prep for media

Briefing Materials:
Talking points
December 13, 2018 Continued

5:30 PM - 8:00 PM
FYI - Deputy Associate Administrator Corey Grube
Happy Hour -- The Hamilton - 600 14th Street, N.W.

6:00 PM - 6:15 PM
Call to Senator Lankford -- RRB Secretary’s Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
Sen. Lankford

Front Office Lead:
Christine Ciccone

Attendees:
Secretary
Chad Wolf

Call Number:
(Senator’s cell)

Scheduling Contact:
Scheduler
Senator Lankford
December 13, 2018 Continued
Thursday

Notes:
Call with Senator Lankford re: E-3 visas
December 14, 2018

Friday

7:20 AM - 7:45 AM
Travel to Fox Studio

7:45 AM - 8:20 AM
Interview Prep Time -- 400 North Capitol Street

8:20 AM - 9:00 AM
Fox & Friends Interview -- 400 North Capitol Street

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact: 

Requester:
S1

Front Office Lead:
Jonathan Hoffman

Staff Advance:

Attendees:
Secretary
Chad Wolf
Jonathan Hoffman

Location:
Fox Bureau
400 North Capitol St. NW

Scheduling Contact:
Objective:

Fox & Friends interview

Briefing Materials:

Talking points

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

Objective:
Secretary’s Daily Brief
December 14, 2018 Continued
Friday

9:15 AM - 9:25 AM  Departure Photo with Akiaba Stewart (C1 detail) -- RRB Secretary's Office

9:30 AM - 9:45 AM  Review PDB Piece -- RRB 7th Floor SCIF

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [redacted]

Requester:
S1

Front Office Lead:
Brandon Wales

DHS SME:
CAPMO

Attendees:
Secretary

Objective:
Review one of the PDB article's from last week tomorrow morning.

Briefing Materials:
Provided by CAPMO

10:00 AM - 10:45 AM  Operational SVTC "AS2 Chairing" -- NAC Building S SCIF / Components via SVTC

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [redacted]
Attendees:
Acting Deputy Secretary
Chad Wolf
Evelyn Lim
Miles Taylor
Kate Nichols
Brandon Wales
John Gountanis
Ryan Scudder
Tony Barker
Kristen Marquardt

Bryan War
Christopher Tomney
Chip Fulghum, MGMT
Frank DiFalco, OPS
Randolph Alles, USSS
Ron Vitiello, ICE
ADM Schultz, USCG
Robert Perez on behalf of Kevin McAleenan, CBP
Pete Gaynor on behalf of Brock Long, FEMA
Patty Cogswell on behalf of David Pekoske, TSA
Tracy Renaud on behalf of Francis Cissna, USCIS
Chris Krebs, CISA
Jonathan Hoffman, OPA
Christine Ciccone, OLA
Dave Glawe, I&A
James McCament, Policy
Bill Bryan, S&T
Joe Maher on behalf 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 (in person 12/14)
Hannah Hummelberg

Notes:
This SVTC is for the Principal, Deputy OR the third most senior person in the department / component. No surrogates. DHS 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
hors d'oeuvres.

Friday, December 14 (new date)
7:00pm - late

**Briefing Materials:**
Event memo

**Ethics:**
Pending 11/29
December 16, 2018
Sunday

6:30 PM - 7:00 PM  Travel to American Academy of Achievement

7:00 PM - 8:30 PM  Academy of Achievement Holiday Dinner honoring Sec. & Mrs. Pompeo -- 1222 16th Street NW

DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact (515) 242-9010

Requester:
American Academy of Achievement

Front Office Lead:
[b](6)

DHS SME:
N/A

DHS Advance Lead:
[b](6)

Attendees:
Secretary

Location:
American Academy of Achievement
1222 16th Street NW

Scheduling / Advance Contact:
[b](6)
Office of the Chairman
The Foundation

Attire:
Black tie

Objective:
[b](6) invite you to join them for an intimate holiday dinner in honor of The Honorable Michael Pompeo, U.S. Secretary of State and his wife, Mrs. Susan Pompeo. Dinner will be held on Sunday, December 16 at 7:00pm at the American Academy of Achievement headquarters located at 1222 16th Street NW in Washington, D.C. It is black tie attire.

Press:
Closed Press but Journalist will be in attendance
[b](6)
National Correspondents for The Washington Post
Briefing Materials:
Event memo

Ethics:
There is no ethics prohibition to S1's acceptance of free attendance at the reception prior to the Reynold's Dec 16 dinner honoring Sec. Pompeo, if she determines that her attendance would not cause a reasonable person to knowledge of the relevant facts to question her integrity or impartiality.

For social engagements, S1 may accept food, refreshments, and entertainment for herself (and a guest if offered) if she makes the above described determination. This is because it meets the social invitation exception to the general prohibition on acceptance of gifts from outside sources. This determination is based on the available information and my chat with [redacted] this morning. It does not appear that the gift of free attendance was solicited, nor is there any information to suggest anyone in attendance is paying a free. Further, it does not appear that the Reynold's or any of their organizations are DHS prohibited source – does not seek or do business with DHS, is not regulated by DHS, etc. Based on my review of the [redacted] three organizations -- the Achievement Academy, [redacted] Foundation, and Global Institute for Freedom and Justice -- they all appear to be philanthropic entities with missions to inspire and educate youth. As such, it does not appear that a reasonable person with relevant knowledge would question the Secretary's integrity or impartiality if she accepted attendance at a half hour reception.

Value of attendance is under $100. At your disposal if you have questions or if additional information comes available which could change the assessment.
December 17, 2018
Monday

7:30 AM - 8:30 AM  Call Time

8:30 AM - 8:45 AM  Travel to RRB

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

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:

Secretary
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Evelyn Lim
Kate Nichols
Brandon Wales
John Gountanis
Ryan Scudder
Tony Barker
Kristen Marquardt
Bryan Ware
Chip Fulghum, MGMT
John Hill, OPE
Jonathan Hoffman or Tyler Houlton, OPA
Christine Ciccone, OLA
December 17, 2018 Continued

Monday

John Mitnick, OGC
James McCament, Policy
Patrick Kearney
Christina Bobb, ESEC
Lexi Marten, SAG
Eliza Thurston

Call Number:
Dial in [__________]
Access Code: [__________]

9:30 AM - 10:00 AM
Secretary’s Daily Brief (SDB) -- RRB 7th Floor SCIF
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
December 17, 2018 Continued
Monday

SDB director

Objective:
Secretary's Daily Brief

10:00 AM - 10:15 AM
Meeting with Chief Provost -- 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:
Tony Barker

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Tony Barker
Carla Provost, CBP

Objective:
To provide S1 with [b][5]

Briefing Materials:
Yes - CBP can provide paper on Monday morning

10:30 AM - 11:30 AM
Hearing Read Time -- RRB Secretary's Office

11:30 AM - 12:00 PM
SVTC w/ Gen. O'Shaughnessy, NORTHCOM -- RRB 7th Floor SCIF
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [b][6]

Requester:

DHS-001-00912-00248712/09/2020
Monday

Front Office Lead:
RDML Jones

Staff SME:
RDML Jones

After Action Officer:
RDML Jones

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Brandon Wales
Tony Barker
Kristen Marquardt
RDML Jones, MIL

Scheduling Contact:
December 17, 2018 Continued
Monday

Policy
Chip Fulghum, MGMT
John Mitnick, OGC (unable to attend)
Hayley Chang, OGC
John Havranek, OGC
Bill Bryan, S&T
RDML Jones, MIL
John Hill, OPE
Matt Hayden, OPE (unable to attend)

Objective:
To provide S1 an update on the timeline for CUAS authority implementation; unclassified. Additional meetings on this topic will be scheduled as needed.

Briefing Materials:
Briefing memo, timeline (with specific dates included)

4:30 PM - 6:00 PM
Hearing Prep / Read Time

5:10 PM - 5:25 PM
Call to Secretary Pompeo (secure) -- RRB 7th Floor SCIF
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
S1

Front Office Lead:
Miles

Attendees:
Secretary
Chad Wolf
Miles Taylor
Objective:
Secure call with Secretary Pompeo re: Mexico

Briefing Materials:
No
December 18, 2018
Tuesday

7:30 AM - 8:30 AM  Call Time

8:30 AM - 8:45 AM  Travel to RRB

9:00 AM - 9:30 AM  Classified Discussion (red stripe item) -- RRB 7th Floor SCIF

DO NOT FORWARD OR COPY THIS INVITATION

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

Requester:
S1

Front Office Lead:
Brandon Wales

DHS SME:
CAPMO

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Brandon Wales
Chris Krebs, CISA

Objective:
To review and discuss a classified piece, per S1’s request
December 18, 2018 Continued
Tuesday

Briefing Materials:
Provided by CAPMO

9:30 AM - 10:00 AM
Secretary's Daily Brief (SDB) -- RRB 7th Floor SCI
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

10:00 AM - 10:45 AM
Operational SVTC -- S1 from RRB 7th Floor SCI / Components via SVTC
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
John Goutanis
Ryan Scudder
Tony Barker
Kristen Marquardt

[**(b)**]**
Bryan Ware
Christopher Tomney
Chip Fulghum, MGMT
Frank DiFalco, OPS
Randolph Alles, USSS
Ron Vitiello, ICE
ADM Schultz, USCG
Robert Perez on behalf of Kevin McAleenan, CBP
Brock Long, FEMA
Patty Cogswell on behalf of David Pekoske, TSA
Francis Cissna, USCIS
Chris Krebs, CISA
Jonathan Hoffman, OPA
Christine Ciccone, OLA
Dave Glawe, I&A
James McCament, Policy
Bill Bryan, S&T
John Mitnick, OGC
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)**]** 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
December 18, 2018 Continued

Tuesday

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 - 11:30 AM

Davos Planning Discussion -- 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:

Evelyn

Attendees:

Secretary
Chad Wolf
Miles Taylor
Evelyn Lim
Brandon Wales
Chris Krebs
Jonathan Hoffman
Objective:

To discuss S1's goals and meeting preferences for Davos.

Briefing Materials:

Front office will handle

11:30 AM - 12:15 PM
Lunch / Office Time

12:15 PM - 12:30 PM
Travel to National Association of Homebuilders HQ

12:30 PM - 1:05 PM
Remarks: CWMD Town Hall & Assistant Secretary Awards Ceremony -- 1201 15th NW, Washington DC

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:

CWMD

Front Office Lead:

Kristen Marquardt

DHS SME:

Mary Kruger

DHS Advance Lead:

Attendees:
December 18, 2018 Continued
Tuesday

Secretary
Chad Wolf
Kristen Marquardt

Additional attendees invited separately

Location:
National Association of Home Builders
1201 15th NW, Washington DC

Advance Contact:

National Association of Home Builders
direct, (6)
mobile, (6)

Objective:
CWMD Town Hall & Assistant Secretary Awards Ceremony

Information:
- No planned hold time, but room available if needed.
- Upon arrival, S1 will be greeted by Mr. James McDonnell, Assistant Secretary, CWMD.
- A/S James McDonnell will open the program and introduce S1.
- S1 will deliver 10-15 minutes of remarks followed by 10-15 minutes of open audience Q&A.
December 18, 2018 Continued
Tuesday

- Mary Kruger, Chief of Staff, CWMD will conclude S1 Q&A.
- Both remarks and Q&A will take place from the podium with a podium mic.
- After S1 departure, CWMD is holding their annual Length of Service Awards and Assistant Secretary Awards.
- 300-350 DHS Employees and DHS Contractors are expected.
- This event is closed to the public and closed to the press.
- There will be no livestreaming or recording of the event.

Tick-Tock:
12:25pm: S1 arrives National Association of Home Builders
12:26pm: S1 is greeted by A/S James McDonnell and escorted to seat in the auditorium.
12:30pm: A/S James McDonnell welcomes and introduces S1
12:32pm: S1 delivers remarks
12:45pm: S1 takes audience Q&A
1:00pm: Mary Kruger concludes Q&A and thanks S1
1:05pm: S1 departs National Association of Home Builders

Briefing Materials:
Remarks, agenda

1:00 PM - 2:00 PM
Hold Room -- EEOB 228 (Secretary of War Room)
EEOB 228 (Secretary of War Room)
Reserved from 1:00pm – 2:00pm for S1.
DHS Advance Lead: 
(b)(6)

Attendees:
Secretary
Chad Wolf
Christine Ciccone

Location:
331 Hart Senate Office Bldg

Scheduling / Advance Contact:
(b)(6) Director of Scheduling
U.S. Senator Dianne Feinstein

Objective:
Meeting with Senator Feinstein re: UACs and the Northern Triangle.

Briefing Materials:
Briefing memo

3:50 PM - 4:05 PM  Travel to RRB
December 18, 2018 Continued
Tuesday

4:30 PM - 5:30 PM

Hearing Prep (agenda attached) -- RRB Commissioner’s 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:
Christine Ciccone

DHS SME:
Uyen Dinh

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Evelyn Lim
Brandon Wales
Kirsten Marquardt
John Gountanis
Tony Barker
Lexi Marten
Robert Perez on behalf of Kevin McAleenan, CBP
Meghann Peterlin, CBP
Ron Vitiello, ICE
Chris Krebs, CISA (via phone)
Francis Cissna, USCIS
Chip Fulghum, MGMT
James McCament, Policy
Christine Ciccone, OLA
Uyen Dinh, OLA
Christina Bobb, ESEC
Jonathan Hoffman, OPA
John Mitnick, OGC

Objective:
Hearing prep – House Judiciary; see attached agenda.

Briefing Materials:
Hearing book
December 18, 2018 Continued
Tuesday

6:00 PM - 8:00 PM    HOLD
December 19, 2018
Wednesday

7:30 AM - 8:30 AM
Call Time

8:30 AM - 8:45 AM
Travel to RRB

9:00 AM - 9:30 AM
Mexico Update Call — RRB Secretary's Office / Dial in Access Code: (b)(6)
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
Kevin McAleenan, CBP
Meghann Peterlin, CBP
John Mitnick, OGC
Jonathan Hoffman, OPA

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

Notes:
Call to discuss MPP implementation plan timing, scope, etc.
November 19, 2018 Continued
Wednesday

Attendees:
Secretary
Chad Wolf
Miles Taylor
Jonathan Hoffman

Objective:
Prep for media interviews

Briefing Materials:
OPA / Front Office will provide

2:00 PM - 2:45 PM

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

Requester:
S1

Front Office Lead:
Jonathan Hoffman

Attendees:
Secretary
Objective:
Media interviews

Briefing Materials:
OPA / Front Office will provide

3:00 PM - 4:30 PM
Hearing Prep: Member Intel -- RRB Commissioner's 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:
Christine Ciccone

DHS SME:
Uyen Dinh

Attendees:
Secretary
Objective:
Member intel / final hearing prep

Briefing Materials:
Hearing book

4:30 PM - 4:50 PM

Call to (515) 636-8490 - 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:
[b](b)(5) [staff will facilitate]

Attendees:
Secretary
Chad Wolf

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

Scheduling Contact:
[b](b)(6)
Senior Policy Counsel
Apple Inc.

Notes:
Call with[b](b)(6) to discuss supply chain

Briefing Materials:
Briefing memo, talking points
December 19, 2018 Continued
Wednesday

Ethics:
Pending

5:00 PM - 7:45 PM Hearing Prep / Read Time
December 20, 2018
Thursday

7:30 AM - 8:30 AM

Call Time

8:45 AM - 9:15 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

9:30 AM - 10:00 AM

Travel to Rayburn House Office Building

10:00 AM - 1:00 PM

House Judiciary Hearing -- 2141 Rayburn House Office Building

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

Requester:
House Judiciary

Front Office Lead:
Christine Ciccone

DHS SME:
Uyen Dinh
December 20, 2018 Continued
Thursday

3:00 PM - 5:00 PM
Front Office Holiday Open House -- NAC Secretary's Suite
Please join the Front Office for a pot-luck style Holiday Open House on Thursday, December 20 from 3:00pm – 5:00pm.

Bring a potluck dish or adult beverage to share, and an unwrapped toy to donate to a special child this year.

Toys collections sites in ESEC and the Bullpen; contact Christina Bobb with any questions.

Drinks/Snacks sign-up sheet -- see in the bull pen.

3:00 PM - 3:30 PM
Travel to NAC

4:15 PM - 5:00 PM
Travel to Fox Studio

5:15 PM - 5:35 PM
Interview with Shannon Bream (Pre-Tape) -- Fox Studio, 400 North Capitol Street
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
Fox

Front Office Lead:
Jonathan Hoffman

DHS SME:
Katie Waldman

Lead Advance:
December 20, 2018 Continued
Thursday

DHS Attendees:
Secretary
Chad Wolf
Jonathan Hoffman

Location:
Fox Studio
400 North Capitol Street

Objective:
5:15pm pre-tape with Shannon Bream

Briefing Materials:
Talking points (OPA handling)
December 21, 2018
Friday

7:30 AM - 8:30 AM
Call Time

9:00 AM - 9:30 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
Kristen Marquardt
Brandon Wales
David Glawe, I&A
PDB briefer
SDB briefer
SDB director

Objective:
Secretary’s Daily Brief

9:00 AM - 9:30 AM
Travel to RRB

9:30 AM - 10:15 AM
Office Time

9:45 AM - 10:00 AM
Call from SecDef Mattis -- RRB Secretary’s Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
SecDef

Attendees:
Secretary
Chad Wolf

Call number:
DoD will facilitate the call

Scheduling Contact:

Director of Scheduling
Office of the Secretary of Defense
Pentagon - 2E880

Objective:
Is Secretary Nielsen available for a SECURE phone call w/ SecDef at 0945 this morning?

Attendees:
Secretary
Chad Wolf
Miles Taylor
Brandon Wales
December 21, 2018 Continued

Friday

Chris Krebs, NPPD
PDB briefer

Objective:
Review 45-day election report

10:40 AM - 11:00 AM
Travel to Georgetown

11:00 AM - 11:30 AM
Meeting with [redacted] on Friday, December 21 at Georgetown.

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

Requester:
Georgetown

Front Office Lead:
COS

DHS SME:
Karinda Washington

DHS Advance Lead:

Attendees:
Secretary

Location:
Georgetown University
Healy Hall
O St NW & 37th St
Washington, DC

Scheduling Contact:
Assistant to the President for Scheduling
Office of the President
Georgetown University

Advance Contact:

Objective:
Meeting with [redacted] on Friday, December 21 at Georgetown.
Information:
- Location: Georgetown University, Healy Hall.
- No greeters on arrival. S1 will go directly to his private office.
- No planned hold time, but room available if needed.
- Thirty minute meeting with in his private office.
- Georgetown University is not currently planning to have any additional staff in the meeting.
- Closed to press.

Tick-Tock:
10:55am: S1 arrives Healy Hall and walks to the
11:00am: Meeting with
11:30am: S1 departs Healy Hall

Briefing Materials:
Briefing memo, talking points

Ethics:
Thanks for this additional background information. S1’s ethics recusals do not prevent her from meeting with However, she must adhere to the ethics rules with this engagement. This includes:

- S1 may not endorse, or raise the appearance of endorsing or Georgetown Univ.
- S1 may not disclose unauthorized nonpublic information, especially if it will provide the University unfair advantage in its business engagements with DHS.
- S1 should not discuss particular cases or controversies that may personally have with DHS or which the University may have (e.g., litigation).
- S1 may not make specific commitments for business dealings with the University.
- S1 may not accept gifts from Georgetown Univ., unless an exclusion or exception applies. NOTE: GT is a registered lobbying organization, but appears to also be a 501c3 nonprofit, therefore the lobbying gift ban under the Ethics Pledge is inapplicable.
- S1 may not provide preferential treatment or give special access to any particular entity or person. She must be able and willing to provide the same support and access to other similarly situated individuals or entities.

Based on the additional information I received, I understand that S1 may have not been aware of January request for her to meet with Georgetown Dreamers, which the department decided not to accept. Likewise, S1 may also not have been aware of other requests from Georgetown, such as a speaking engagement, which were declined due to scheduling conflicts. It appears that S1 became aware of these requests when she was connected with through another Georgetown alumni who also appears to be S1’s personal
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<tr>
<th>Date</th>
<th>Time</th>
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<td>8:00 AM - 6:00 PM</td>
<td>Holiday - Christmas Day</td>
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<td>7:30 AM - 8:30 AM</td>
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<td>Travel to RR</td>
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<td>10:30 AM - 11:00 AM</td>
<td>CBP Meeting with S1 (Time Change) -- RRB - Secretary’s Conference Room</td>
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<td>Call regarding death in custody</td>
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<td>Required Participants:</td>
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<td>S1</td>
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<td>Chad Wolf</td>
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<td>Carla Provost</td>
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<td>Katie Waldman</td>
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<td>No materials</td>
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<td>11:30 AM - 12:00 PM</td>
<td>CBP/ICE Meeting with S1 (Time Change) -- RRB - Secretary’s Conference Room</td>
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</table>
December 26, 2018 Continued
Wednesday

Border Releases

Required Participants:
S1
Claire Grady
Chad Wolf
Miles Taylor
Kevin McAleenan
Ron Vitiello
Jonathan Hoffman
Katie Waldman

No materials

12:00 PM - 12:30 PM Lunch

1:00 PM - 1:30 PM Border Communications -- RRB- Secretary's Conference Room
In person attendance is encouraged. If you must participate via conference please use:

Pin: [b](6)
December 27, 2018 Continued
Thursday

10:30 AM - 11:00 AM
Travel to NAC

11:30 AM - 12:00 PM
Call with Director Cissna -- Dial in: (b)(6) [Redacted] Pin: (b)(6) [Redacted]
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [Redacted]

Requester:
S1

Attendees:
Secretary
Chad Wolf
Francis Cissna

Notes:
Call to discuss CNMI.

Briefing Materials:
No

12:00 PM - 12:30 PM
Lunch

12:30 PM - 1:00 PM
Call: MPP Update -- [Redacted]
Attendees:
S1
Claire Grady
Chad Wolf
December 27, 2018 Continued

Thursday

Miles Taylor
John Gountanis
Tony Barker
Jonathan Hoffman
John Mitnick
James McCament
Kevin McAleenan
Meghann Peterlin
Ron Vitiello,
Francis Cissna

1:00 PM - 1:30 PM

Phone Call to Director Haspel (classified). [b](6) to connect

Requestor:

S1

Attendees:

Secretary
Chad Wolf

Call Number:

[b](6) (staffer[8]) will facilitate)

Scheduling Contact:

[b](6)
Office of Director Haspel
December 27, 2018 Continued
Thursday

2:00 PM - 2:30 PM
*New Time* Secretary’s Daily Brief (SDB) -- NAC Secretary’s Office
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

2:30 PM - 2:45 PM
ODNI Elections Deliverable -- NAC Secretary’s Office

Attendees:
S1
Brandon Wales
Chris Krebs

CAPMO
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<th>Time</th>
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<td>7:30 AM - 8:30 AM</td>
<td>Call Time</td>
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<td>11:20 AM - 11:30 AM</td>
<td>Travel to DCA</td>
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<td>11:45 AM - 4:00 PM</td>
<td>Wheels UP: El Paso, TX</td>
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<tr>
<td>10:30 AM - 11:45 AM</td>
<td>Wheels Up: Yuma, AZ</td>
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</table>
| 2:15 PM - 2:30 PM | Call with AS2, C1  
Phone call regarding yesterday’s S1 visit to USBP El Paso Station (Readout).  
Call In: (6) ... (6) |
January 1, 2019
Tuesday

9:00 AM - 5:00 PM  New Years Day
January 3, 2019
Thursday

8:45 AM - 9:15 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

11:00 AM - 2:00 PM
Executive Time

2:00 PM - 2:40 PM
Travel to CBP San Ysidro Port of Entry

2:45 PM - 3:45 PM
Meeting / Conference Call - Local DHS Components on Migration Protection Protocols -- Dial in:
Access Code: ____________________
Conference Line:
Dial in: ____________________
Access Code: ____________________

Notes:
MPP meeting at 11:45am PST / 2:45pm EST. S1 is meeting in person on site, Chad and Miles will join via conference line.

3:50 PM - 4:15 PM
Travel to San Diego Airport

4:30 PM - 9:00 PM
Wheels Up: Washington

9:15 PM - 9:30 PM
Travel to Residence
January 4, 2019
Friday

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 [ redacted ]

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

10:00 AM - 10:20 AM

Sync Call -- Dial infb)(6) / Access Code [b][6]

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [ redacted ]

Requester:

S1

Attendees:

Secretary

Acting Deputy Secretary

Chad Wolf

Miles Taylor

Kevin McAleenan
January 7, 2019

Monday

8:00 AM - 8:40 AM
Travel to NAC

9:00 AM - 9:30 AM
Secretary’s Staff Meeting -- NAC 5107 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
John Gountanis
Ryan Scudder
Tony Barker
Kristen Marquardt
Bryan Ware
Chip Fulghum, MGMT
John Hill, OPE
Jonathan Hoffman or Tyler Houlton, OPA
Christine Ciccone, OLA
John Mitnick, OGC
James McCament, Policy
January 7, 2019 Continued

Monday

9:30 AM - 10:00 AM

Patrick Kearney

Christina Bobb, ESEC

SAG

Eliza Thurston

Call Number:

Dial in:

Access Code:

Secretary's Daily Brief (SDB) -- NAC Secretary's Office

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

10:00 AM - 10:30 AM  
Syria CT Implications Update -- NAC Building 5 SCIF
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [redacted]

Requester:
S1

Front Office Lead:
Kristen

Staff SME:
Dave Glawe

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Kristen Marquardt
Dave Glawe
January 7, 2019 Continued
Monday

ODNI Briefer
James McCament
Elizabeth Neumann
Tom Warrick

Objective:
To provide S1 and AS2 with an overview of the implications of the President’s recent decision on Syria for the fight against terrorism, the threats to the homeland and to US interests abroad.

Briefing Materials:
Classified materials including the finished intelligence and analytics

10:30 AM - 10:40 AM
CAPMO Read-in -- NAC Secretary’s Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
CAPMO

Attendees:
Secretary
Acting Deputy Secretary
CAPMO

Objective:
S1 has received access to new compartments. Please schedule a time for CAPMO to have her complete the necessary paperwork. It should take no longer than 5 minutes.

Only S1 and AS2 have been given access to this program.

Briefing Materials:

No

Surrogate Prep Time -- NAC Secretary's Office

DO NOT FORWARD OR COPY THIS INVITATION

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

Requester:

S1

Front Office Lead:

Jonathan Hoffman

Staff SME:

Katie Waldman

Attendees:

Secretary

Chad Wolf

Miles Taylor

Jonathan Hoffman
<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>5:45 PM - 6:00 PM</td>
<td>Travel to RRB</td>
</tr>
<tr>
<td>6:00 PM - 8:45 PM</td>
<td>Press statements, presentations, comms huddle</td>
</tr>
</tbody>
</table>
January 8, 2019
Tuesday

8:30 AM - 9:00 AM
Secretary’s Daily Brief (SDB) *AS2 to Chair* -- RRB 7th Floor SCIF
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

9:30 AM - 10:15 AM
Travel to ICE Cyber Crime Center

9:35 AM - 9:45 AM
Call to Secretary Shanahan -- S1 in limo

9:45 AM - 10:00 AM
Call to AG Whitaker -- S1 in limo
Unscheduled call

10:00 AM - 10:15 AM
Call to Secretary Carson -- S1 in limo
Unscheduled call

10:15 AM - 11:45 AM
Visit to ICE Cyber Crime Center
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
S1

Front Office Lead:
John Gountanis
January 8, 2019 Continued
Tuesday

DHS Advance Lead:

(3)(6)

Advance Contact:
Matthew R. Murphy
Office: (6)(6)
Mobile: (6)(6)

Attendees:
Secretary
Chad Wolf or Miles Taylor
John Gountanis
Ron Vitiello, ICE
Jonathan Hoffman, OPA
Additional ICE participants invited separately

Location:
ICE Cyber Crime Center
(7)(E)

Notes:
Visit to ICE Cyber Crime Center; 10:15am.
Scheduling Contact:

[Redacted]

Objective:

Meeting with COS Mulvaney

9:45 AM - 10:30 AM

Pre-Brief re: FY 19 Wall Options -- EEOB - Room 180A

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [Redacted]

Requester:

S1

Front Office Lead:

Tony Barker

Staff SME:

Kevin McAleenan

Attendees:

Secretary

Acting Deputy Secretary

Chad Wolf

Kevin McAleenan
### January 9, 2019 Continued

**Wednesday**

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>6:00 PM - 7:30 PM</td>
<td><strong>HOLD</strong></td>
</tr>
</tbody>
</table>

Chad Wolf  
Jonathan Hoffman  

**Location:**  
Fox Studio  
400 North Capitol St NW  

**Objective:**  
5:00pm pre-tape interview with Sean Hannity
January 10, 2019
Thursday

8:30 AM - 9:00 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:
Secretary
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Kristen Marquardt
Brandon Wales
Brian Murphy on behalf of David Glawe, I&A
PDB briefer
SDB briefer
SDB director

Objective:
Secretary’s Daily Brief

8:30 AM - 9:00 AM  Travel to JBA

9:25 AM - 1:45 PM  Wheels Up: McAllen, TX

1:55 PM - 4:35 PM  Official Travel: McAllen, TX

4:35 PM - 7:40 PM  Wheels Up: JBA

7:55 PM - 8:25 PM  Travel to S1 Residence
January 11, 2019

Frida All Day

8:30 AM · 8:45 AM
Travel to RRB

9:00 AM · 9:30 AM
NOTE: Wear Blue Day (Human Trafficking Awareness Month)
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 [b](6)

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Evelyn Lim
Kate Nichols
Brandon Wales
John Gountanis
Ryan Scudder
Tony Barker
Kristen Marquardt
Bryan Ware
Chip Fulghum, MGMT
John Hill, OPE
Jonathan Hoffman or Tyler Houlton, OPA
Christine Ciccone, OLA
January 11, 2019 Continued

Friday

John Mitnick, OGC
James McCament, Policy
Patrick Kearney
Christina Bobb, ESEC

Call Number:

Dial in: (6)(6) SAG
Access Code: (6)(6)

Eliza Thurston

9:45 AM - 10:15 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 (6)(6)

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

Objective:
Secretary's Daily Brief

10:15 AM - 11:00 AM
CTAB -- RRB, 7th Floor SCIF (Room 7.3C)
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact (6)(6)
Requester:
S1

Front Office Lead:
Kristen Marquardt

Staff SME:
Dave Glawe

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Kate Nichols
Evelyn Lim
Kristen Marquardt
Brandon Wales
John Gountanis
Tony Barker

PLCY
OPS
OGC
CBP
ICE
I&A
TSA
USCG
USCIS (via SVTC)
USSS
CISA
FEMA
CWMD
OPA

Additional attendees invited separately

Objective:
S1 would like to hold a meeting on ramifications of the new Syria policy.

11:30 AM - 12:30 PM

VPOTUS Visit to CBP -- RRB 6th Floor Room 6.5E-25
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
January 15, 2019
Tuesday

9:30 AM - 9:50 AM
Travel to RRB

10:00 AM - 10:45 AM
Operational SVTC -- RRB 7th Floor SCIF / Components via SVTC

DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact (b)(5)

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Evelyn Lim
Miles Taylor
Kate Nichols
Brandon Wales
John Gountanis
Tony Barker
Kristen Marquardt (b)(5)
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
David Pekoske, TSA
Francis Cissna, USCIS
Chris Krebs, CISA
Jonathan Hoffman, OPA
Christine Ciccone, OLA
Dave Glawe, I&A
Dimple Shah on behalf of James McCament, Policy
Bill Bryan, S&T
Hayley Chang 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 (b)(6) or (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.

10:45 AM - 11:15 AM

Review China Paper -- RRB 7th Floor SCIF
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [REDACTED]

Requester:
Miles

Front Office Lead:
Brandon Wales

Attendees:
Secretary
Miles Taylor
Brandon Wales
Kristen Marquardt

Objective:
January 15, 2019 Continued
Tuesday

**Attendees:**
- Secretary
- Chad Wolf
- Miles Taylor
- Brandon Wales
- Kristen Marquardt
- Chris Krebs, CISA
- Jeanette Manfra, CISA
- Mark Bristow, CISA
- Jason Ogden, CISA

**Objective:**
Follow up meeting to update on a classified cyber topic

**Briefing Materials:**
No

**4:20 PM - 4:40 PM**
Travel to Dirksen Senate Office Building

**4:45 PM - 5:15 PM**
Meeting with Sen. Susan Collins -- 401 Dirksen Senate Office Building

DO NOT FORWARD OR COPY THIS INVITATION

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

**Requester:**
S1

**Front Office Lead:**
January 15, 2019 Continued

Tuesday

Christine Ciccone

DHS Advance Lead:

Attendees:
Secretary
Chad Wolf
Christine Ciccone

Location:
401 Dirksen Senate Office Building (scheduling office entrance)

External Scheduling / Advance Contact:

Director of Scheduling
Office of Senator Susan Collins

Notes:
Meeting with Sen. Collins to discuss border / shutdown issues. The Senator will be joined by Legislative Director and.

Briefing Materials:
January 15, 2019 Continued
Tuesday

Talking points
January 16, 2019 Continued
Wednesday

Kristen Marquardt

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Kate Nichols
Evelyn Lim
Kirsten Marquardt
James McCament, Policy
Elizabeth Neumann, Policy
Bill Bryan, S&T
Chip Fulghum, MGMT
Hayley Chang, OGC
John Havranek, OGC
RDML Jones, MIL
Matt Hayden on behalf of John Hill, OPE

Objective:
To provide S1 an update on the timeline for CUAS authority implementation; unclassified. Additional meetings on this topic will be scheduled as needed.

Briefing Materials:
January 16, 2019 Continued
Wednesday

Briefing memo, timeline (with specific dates included)

10:30 AM - 11:00 AM
Caravan Response Update -- RRB 7th Floor SCIF
*Updated with materials attached.*

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

Requester:
S1

Front Office Lead:
Tony

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Kate Nichols
Tony Barker
John Gountanis
Chris Tomney
James McCament, Policy
Dimple Shah, Policy
### Requester:
S1

### Front Office Lead:
Evelyn

### Advance Lead:
Scott Matejov

### Attendees:
- Secretary
- Chad Wolf
- David Pekoske, TSA

### Location:
Washington Reagan Airport

### Objective:
DCA visit to meet with TSA Officers (TSOs)

#### 3:20 PM - 3:35 PM
Travel to TSA HQ

#### 3:30 PM - 3:50 PM
Meeting with TSA Leadership -- TSA HQ, 601 12th St S, Arlington, VA 20598

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [b(b)](b)5(b5)
January 16, 2019 Continued

Wednesday

Requester:
S1

Front Office Lead:
Evelyn

Advance Lead:
Scott Matejov

Attendees:
Secretary
Chad Wolf
David Pekoske, TSA
Patty Cogswell, TSA
Ha McNeill, TSA

Additional attendees invited separately

Location:
TSA HQ
601 12th street S, Arlington, VA

Objective:
Meeting with TSA leadership at TSA headquarters
### January 16, 2019 Continued
**Wednesday**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>3:50 PM - 4:20 PM</td>
<td>Meeting with COS</td>
</tr>
<tr>
<td>4:30 PM - 6:15 PM</td>
<td>HOLD</td>
</tr>
</tbody>
</table>
January 17, 2019
Thursday
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 [Access Code]

Attendees:

Secretary

Acting Deputy Secretary

Chad Wolf

Miles Taylor

Evelyn Lim

Kate Nichols

Brandon Wales

John Gountanis

Ryan Scudder

Tony Barker

Kristen Marquardt

Bryan Ware

Chip Fulghum, MGMT

John Hill, OPE

Jonathan Hoffman or Tyler Houlton, OPA

Christine Ciccone, OLA

John Mitnick, OGC

James McCament, Policy

Patrick Kearney
January 17, 2019 Continued

Thursday

Christina Bobb, ESEC

SAG

Eliza Thurston

Call Number:

Dial in [redacted]

Access Code: [redacted]

9:30 AM - 10:00 AM

Secretary's Daily Brief (SDB) -- RRB 7th Floor SCIF
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [redacted]

Attendees:

Secretary
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Kristen Marquardt
Brandon Wales
David Glawe, I&A
PDB briefer
SDB briefer
SDB director
January 17, 2019 Continued

Thursday

Objective:

Secretary’s Daily Brief

10:00 AM - 10:30 AM

Cruise Ship Threats Update · RRB 7th Floor SCIF

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact:

Requester:

S1

Front Office Lead:

Kristen Marquardt

Staff SME:

Dave Glawe

Attendees:

Secretary

Acting Deputy Secretary

Chad Wolf

Miles Taylor

Kristen Marquardt

John Gountanis

Dave Glawe, I&A
January 17, 2019 Continued
Thursday

Elizabeth Neumann on behalf of James McCament, Policy

Objective:

To provide S1 with an update on threats posed by cruise ship passengers illegally entering at ports of call

Briefing Materials:

Classified material

11:00 AM - 11:30 AM

Meeting with Minister Dutton, Australia -- RRB Commissioner's Large Conference Room (Room 4.4A)

DO NOT FORWARD OR COPY THIS INVITATION

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

Requester:

Embassy of Australia

Front Office Lead:

Kristen Marquardt

Staff SME:

Dimple Shah

DHS Protocol Lead:
DHS Attendees:

Secretary
Chad Wolf
Kristen Marquardt
Dimple Shah, Policy
Elizabeth Neumann, Policy

External Attendees:

Minister for Home Affairs, the Hon. Peter Dutton MP
Deputy Secretary, Commonwealth Counter-Terrorism Coordinator, Ms Linda Geddes
Chief of Staff to Minster for Home Affairs, Mr Craig MacLachlan
Senior Advisor to Minister for Home Affairs, Mr Alex Dalgleish
Minister-Counsellor Home Affairs, Mr Brendan Dowling
Counsellor Home Affairs, Mr Jaycob McMahon (backbench)

Tentative:

The Honorable Joe Hockey, US Ambassador to Australia

External Scheduling / Protocol Contact:

Administration and Reporting Officer
Department of Home Affairs
Embassy of Australia
Advance lead:

Staff SME:
Josh Miller

Attendees:
Secretary
Chad Wolf
ADM Schultz, USCG
ADM Ray, USCG

Additional attendees invited separately

Location:
USCG HQ
Ray Evans Conference Room
1790 Ash St SE

Objective:
All hands with USCG employees

2:30 PM - 2:50 PM
Travel to RRB
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>2:45 PM - 4:00 PM</td>
<td>Chief Discussion -- RRB Secretary's Office</td>
</tr>
<tr>
<td>4:00 PM - 6:30 PM</td>
<td>Listening Session or Folders -- RRB Secretary's Office</td>
</tr>
<tr>
<td>6:40 PM - 7:00 PM</td>
<td>Travel to Hay Adams</td>
</tr>
<tr>
<td>7:00 PM - 7:30 PM</td>
<td>Drinks Reception with US Ambassadors -- Hay Adams, Concord Room, 800 16th St NW</td>
</tr>
<tr>
<td>7:30 PM - 8:30 PM</td>
<td>Dinner -- Hay Adams, Concord Room, 800 16th St NW</td>
</tr>
</tbody>
</table>
January 18, 2019

Secretary's Daily Brief (SDB) -- RRB 7th Floor SCIF

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
Chris Krebs, CISA
PDB briefer
SDB briefer
SDB director

Objective:
Secretary's Daily Brief

10:15 AM - 10:45 AM

Operational Update (unclassified) -- RRB Commissioner's 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
John Gountanis
Tony Barker
Kristen Marquardt
Bryan Ware
Christopher Tomney
Chip Fulghum, MGMT
Frank DiFalco, OPS
Randolph Alles, USSS
Ron Vitiello, ICE
ADM Schultz, USCG
Robert Perez on behalf of Kevin McAleenan, CBP
Brock Long, FEMA
Patty Cogswell on behalf of David Pekoske, TSA
Tracy Renaud on behalf of Francis Cissna, USCIS
Chris Krebs, CISA
Jonathan Hoffman, OPA
January 18, 2019 Continued

Friday

Christine Ciccone, OLA
Brian Murphy on behalf of Dave Glaw, I&A
Dimple Shah on behalf of James McCament, Policy
Bill Bryan, S&T
Joe Maher 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:
The Operational VTC on 1/18/2019 will be held at an unclassified level. In person attendance is encouraged but VTC connection is available if needed.

Immediately following the Operational update the Secretary will host an SLC meeting. If attending in person, please arrive for both meetings at 10:15am as timing may be fluid.

10:45 AM - 11:30 AM
Leadership Meeting on Funding Lapse -- RRB Commissioner's Large Conference Room (Room 4.4A)

*Updated agenda attached*

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
John Gountanis
Tony Barker
Kristen Marquardt
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
January 18, 2019 Continued
Friday

Tracy Renaud on behalf of Francis Cissna, USCIS
Chris Krebs, CISA
Jonathan Hoffman, OPA
Christine Ciccone, OLA
Brian Murphy on behalf of Dave Glawe, I&A
Dimple Shah on behalf of James McCament, Policy
Bill Bryan, S&T
Joe Maher on behalf of John Mitnick, OGC
Andre Watson on behalf of James McDonnell, CWMD
Christina Bobb, ESEC
John Hill, OPE
RDML Jones, MIL
Tom Walters, FLETC
Sam Kaplan, Privacy
Julie Kirchner, CIS OMB (furloughed)
Stacy Marcott, MGMT
Cameron Quinn, CRCL
Hannah Hummelberg

Notes:
This Leadership Meeting on Funding Lapse will immediately follow the Operational update. In person attendance is encouraged for those in the NCR but a VTC connection is available per request as needed.

Please confirm your attendance via email to

11:30 AM - 12:15 PM  Lunch

12:15 PM - 12:30 PM  Travel to USSS HQ

12:30 PM - 1:00 PM  USSS All Hands -- USSS HQ, William Wood Conference Room, 950 H St NW
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
S1
January 18, 2019 Continued

Friday

Front Office Lead:

Evelyn

Advance Lead:

(b)(6)

Attendees:

Secretary

Chad Wolf

Director Alles, USSS

William Callahan, USSS

Additional attendees invited separately

Location:

USSS HQ

William P. Wood Conference Room

950 H St NW

Objective:

All hands with USSS employees

Briefing materials:

Talking points

1:00 PM - 1:15 PM

Travel to RRB
January 18, 2019 Continued

1:30 PM - 1:45 PM
Departure Photo -- RRB Suite

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

Attendees:
Secretary
Evelyn Lim
Ray Ortega

Objective:
Departure photos for Evelyn Lim and Ray Ortega

2:00 PM - 2:45 PM
Meeting with Former DHS Secretaries -- 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
Chad Wolf

External Attendees:
employees impacted by the shutdown.

3:15 PM - 3:45 PM

Naturalization Ceremony Flow of Show -- RRB Secretary's Office

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
S1

Front Office Lead:
Katie

Attendees:
Secretary
Chad Wolf
Evelyn Lim
Jonathan Hoffman
Katie Waldman

Objective:
To review the naturalization ceremony agenda and format

3:45 PM - 4:15 PM

Meeting with Joe Maher -- RRB Secretary’s Office

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact
January 18, 2019 Continued

Frida
4:30 PM - 4:45 PM

Requester:
S1

Attendees:
Secretary
Evelyn Lim
Brandon Wales
Joe Maher

Objective:
Meeting with Joe Maher

4:30 PM - 4:45 PM


DO NOT FORWARD OR COPY THIS INVITATION

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

Requester:
S1

Front Office Lead:
John G.

Attendees:
Secretary
Chad Wolf
Brandon Wales
### January 21, 2019

**Monday**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>9:00 AM - 5:00 PM</td>
<td>MLK Day</td>
</tr>
<tr>
<td>3:30 PM - 4:00 PM</td>
<td>TSA Contingency Planning (c)(6)</td>
</tr>
<tr>
<td>5:30 PM - 5:45 PM</td>
<td>Call from crew of USCGC Bertholf (call window) -- Crew will call the NOC</td>
</tr>
</tbody>
</table>

**Attendees:**
- Secretary

**Notes:**
Call with the crew of the CGC Bertholf at 5:30pm EST.

**Call Number:**
Crew will call S1 directly via the NOC
January 22, 2019
Tuesday

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
John Gountanis
Ryan Scudder
Tony Barker
Kristen Marquardt
Bryan Ware
Chip Fulghum, MGMT
John Hill, OPE
Jonathan Hoffman or Tyler Houlton, OPA
Christine Ciccone, OLA
John Mitnick, OGC
James McCament, Policy
Patrick Kearney
January 22, 2019 Continued
Tuesday

Christina Bobb, ESEC

SAG

Eliza Thurston

Call Number:

Dial in: [ ]

Access Code: [ ]

9:30 AM - 10:00 AM

Secretary's Daily Brief (SDB) -- RRB 7th Floor SCIF

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

9:30 AM - 9:50 AM

Travel to RRB

10:00 AM - 10:45 AM

Operational SVTC -- RRB 7th Floor SCIF / Components via SVTC

DO NOT FORWARD OR COPY THIS INVITATION

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

Attendees:

Secretary
Acting Deputy Secretary
Chad Wolf
Evelyn Lim
Miles Taylor
Kate Nichols
Brandon Wales
John Goutanis
Tony Barker
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, CISA
Jonathan Hoffman, OPA
Christine Ciccone, OLA
Dave Glawe, I&A
James McCament, Policy
Bill Bryan, S&T
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 [b(6)] VVS [bl(6)] or [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.

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11:15 AM - 11:30 AM
MPP Update Call -- Dial in [b(6)] / Access Code [b(6)]
DO NOT FORWARD OR COPY THIS INVITATION

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

Requester:
S1

Front Office Lead:
John G.

Attendees:
Secretary
Acting Deputy Secretary
January 22, 2019 Continued
Tuesday

Chad Wolf
Evelyn Lim
Brandon Wales
John Gountanis
James McCament, Policy
Kevin McAleenan, CBP
Francis Cissna, USCIS
Ron Vitiello, ICE
John Mitnick, OGC

Call Number:
Dial in: [b](6)
[b](6)

Objective:
Brief update call regarding MPP

11:30 AM - 12:15 PM  Lunch / Office

12:00 PM - 12:15 PM  Call to Jared Kushner -- RRB Secretary's Office / Dial in [b](8) Access Code: [b](8)
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [b](6)

Requester:
S1
Tyler Houlton

Objective:
Review S1's engagement plan

1:45 PM - 2:15 PM
Personnel Meeting -- RRB Secretary’s Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
S1

Attendees:
Secretary
Chad Wolf

2:30 PM - 3:00 PM
Strategic Plan Review -- RRB Secretary’s Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
S1

Attendees:
Secretary
Chad Wolf
Evelyn Lim
Brandon Wales

Objective:
Review strategic plan

3:30 PM - 4:00 PM
Hill Calls -- RRB Secretary's Office

4:15 PM - 4:35 PM
Call to Cathy Lanier, NFL -- RRB Secretary's Office

If there are any questions, please contact...

Requester:
S1

Staff SME:
Matt Hayden

Attendees:
Secretary
Chad Wolf

Call Number:

Scheduling Contact:
January 22, 2019 Continued
Tuesday

Security Department

NATIONAL FOOTBALL LEAGUE

345 Park Avenue, New York, NY 10154

Objective:

Call to [Redacted]

MPP Update Call -- Dial [Redacted] Access Code [Redacted]

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [Redacted]

Requester:

S1

Front Office Lead:

John G.

Attendees:

Secretary

Acting Deputy Secretary

Chad Wolf

Evelyn Lim

Brandon Wales

John Gountanis
January 22, 2019 Continued
Tuesday

James McCament, Policy
Kevin McAleenan, CBP
Francis Cissna, USCIS
Ron Vitiello, ICE
John Mitnick, OGC

Call Number:

Dial in:

Objective:
Follow-up update call regarding MPP

5:00 PM - 5:30 PM    Employee Calls -- RRB Secretary's Office

6:00 PM - 8:00 PM    HOLD - Private Appointment
January 23, 2019 Continued

Wednesday

Staff SME:

Attendees:

Secretary
Chad Wolf
John Gountanis
Ron Vitiello, ICE
Tom Blank, ICE

Additional attendees invited separately

Location:

ICE HQ
500 12th St SW

Objective:

Human trafficking briefing with HSI's Human Trafficking Unit. A brief employee engagement visit with ERO will immediately follow the briefing.

11:45 AM - 12:00 PM  Travel to RRB
12:30 PM - 1:30 PM  Lunch / Review Remarks
1:30 PM - 1:45 PM  Travel to CISA HQ
Attendees:
Secretary
Chad Wolf

Call Number:
will facilitate

Scheduling Contact:
Executive Assistant
Office of the Commissioner
National Football League
345 Park Avenue
New York, NY 10154
Phone:

Objective:
Call with NFL Commissioner Roger Godell re: Super Bowl Security Day

Briefing Materials:
Bio, talking points
If there are any questions, please contact [contact information]...

Requester:
S1

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Kevin McAleenan

Objective:
Quick huddle to sync on Thursday’s border construction meeting.

5:30 PM - 6:15 PM    Employee Calls -- RRB Secretary’s Office
January 24, 2019
Thursday

<table>
<thead>
<tr>
<th>Time</th>
<th>Event Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>10:00 AM - 11:30 AM</td>
<td>Read SDB &amp; Classified Material -- RRB Secretary's Office</td>
</tr>
<tr>
<td>10:25 AM - 11:15 AM</td>
<td>Travel to White House</td>
</tr>
<tr>
<td>10:35 AM - 10:45 AM</td>
<td>Call to Senator Rick Scott -- RRB Secretary's Office</td>
</tr>
</tbody>
</table>

**DO NOT FORWARD OR COPY THIS INVITATION**

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

**Requester:**
S1

**Front Office Lead:**
Tony Barker

**Staff SME:**
David Wonnenberg

**Attendees:**
Secretary
Chad Wolf

**Call Number:**
[Redacted] (Member cell)

**Scheduling Contact:**
[Redacted]
Scheduling Director
January 24, 2019 Continued
Thursday

2:30 PM - 3:00 PM  
UCG Meeting

3:00 PM - 3:30 PM  
Travel to RRB

3:30 PM - 4:30 PM  
Folder Time -- RRB Secretary's Office

4:30 PM - 4:45 PM  
Final MPP Implementation Call -- RRB Secretary's Office/ Dial in Access Code:

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
S1

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Brandon Wales
John Gountanis
Kevin McAleenan
Ron Vitiello
Francis Cissna
John Mitnick

Call Number:
Dial in Access Code:
Objective:

Final MPP implementation update call
January 25, 2019
Friday

8:45 AM - 9:15 AM
S1 Conference Call -- Dial in: (6) / Access Code: (6)
Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Jonathan Hoffman
Kevin McAleenan

Call Number:
Dial in: (6)
Access: (6)

Notes:
Call with S1 re: border security remarks

9:30 AM - 10:00 AM
Secretary's Daily Brief (SDB) *USIA Glawe Chairing* -- RRB 7th Floor SCIF
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact (6)

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

Objective:
Secretary's Daily Brief

10:00 AM - 10:45 AM
Operational SVTC -- RRB 7th Floor SCIF / Components via SVTC
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact (6)

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Evelyn Lim
Miles Taylor
Kate Nichols
Brandon Wales
John Gountanis
Tony Barker
Kristen Marquardt
Bryan Ware
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January 25, 2019 Continued
Friday

John Hill

Attendees:
Secretary
Chad Wolf
John Hill (via phone)
RDML Jones (via phone)

External Attendees:
Sheriff Mark Dannels, AZ
Sheriff Joe Frank Martinez, TX
Sheriff William Gore, CA
Sheriff Kelly Gannaway, NM
Sheriff Leon Wilmot, AZ (Southwest Border Sheriffs)
Sheriff Mark Napier, AZ

Call Number:
Dial in: [b][b]<[b]<
Access Code: [b][b]<[b]<

Objective:
Call with four SW Border sheriffs to provide an update on the shutdown / border situation
January 26, 2019
Saturday

5:30 PM - 6:00 PM
Travel to Capitol Hilton

6:00 PM - 10:30 PM
Alfalfa Club Dinner & Reception -- Capitol Hilton, 1001 16th Street NW
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [redacted]

Lead Advance:
Aaron Chang

Attendees:
Secretary

Location:
Capital Hilton
Continental Room (cocktails)
Ballroom (dinner)
1001 16th Street NW

Attire:
Black Tie

Scheduling Contact:
[redacted]
January 26, 2019 Continued
Saturday

Dinner Committee Director of Operations

Advance / Security Contact:

Notes:
Alfalfa Club dinner and reception

6:00pm General Reception – Federal Room
6:45pm Head Table Reception – Continental Room
7:15pm Dinner

Agenda:
See attached

Remarks:
No
January 26, 2019 Continued
Saturday

10:30 PM - 11:30 PM
Alfalfa Club After Party -- Cafe Milano, 3251 Prospect St NW
DO NOT FORWARD OR COPY THIS INVITATION

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

Lead Advance:
Aaron Chang

Attendees:
Secretary

Location:
Cafe Milano
3251 Prospect St NW

Scheduling Contact:

Notes:
You are cordially invited to an exclusive after party immediately following the Alfalfa Dinner on Saturday, January 26.

11:30 PM - 12:00 AM
Travel to Residence
## January 28, 2019 Continued

### Monday

**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

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<td>9:00 AM - 10:30 AM</td>
<td>Read Classified Material / Folders -- RRB Secretary's Office</td>
</tr>
<tr>
<td>10:30 AM - 11:00 AM</td>
<td>Legislative / Hearing Issues Meeting -- RRB Secretary's Conference Room</td>
</tr>
</tbody>
</table>

**Requester:**
S1

**Front Office Lead:**
Christine

**Attendees:**
- Secretary
- Chad Wolf
- Miles Taylor
- Brandon Wales
- Christine Ciccone
- Tyler Houlton
- Hayley Chang
Objective:

Meeting to discuss legislative priorities and provide update on hearing issues

11:00 AM - 11:30 AM

Caravan Response Meeting -- RRB Commissioner's Small Conference Room (4.4A)

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact...

Requester:

S1

Front Office Lead:

Tony

Attendees:

Secretary

Acting Deputy Secretary

Chad Wolf

Miles Taylor

Brandon Wales

Tony Barker

John Gountanis

Kevin McAleenan

Meghann Peterlin

James McCament
January 28, 2019 Continued

Simple Shah
Tyler Houlton

Call number:
Dial in: [Redacted]
Access Code: [Redacted]

Objective:
To provide S1 with an update on caravan response

11:30 AM - 1:00 PM  Office Time / Lunch

12:45 PM - 1:00 PM  Call to [Redacted] OPIC - RRB Secretary’s Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [Redacted]

Requester:
OPIC

Attendees:
Secretary
Chad Wolf
Miles Taylor

Call Number:
[Redacted] [Redacted] direct)
January 28, 2019 Continued

Monday

Scheduling Contact:

[(b)(6)]

[(b)(6)]

Overseas Private Investment Corporation

The U.S. Government’s Development Finance Institution

1100 New York Ave, NW | Washington DC 20527

Office: [(b)(6)] | Cell: [(b)(6)]

Notes:

[(b)(6)] is traveling to Mexico this week for various meetings with government officials and was hoping to catch up with Secretary Nielsen over the phone ahead of the trip. He leaves first thing Wednesday morning and was hoping to talk with her before then. Does she have any availability for a brief 10 minute phone call sometime today or tomorrow?

1:30 PM - 2:00 PM

Press Conference Prep -- RRB Secretary’s Conference Room

DO NOT FORWARD OR COPY THIS INVITATION

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

Requester:

S1

Front Office Lead:

Tyler

Attendees:

Secretary
Chad Wolf
Miles Taylor
Brandon Wales
Tyler Houlton

ICE

ICE

Conference Number:

Dial in [(b)(6)]

Access Code: [(b)(6)]
January 28, 2019 Continued
Monday

Objective:
To provide prep S1 for today's DOJ Press conference

2:00 PM - 2:30 PM
Press Conference Prep (continued) -- 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:
Tyler

Attendees:
Secretary
Chad Wolf
Miles Taylor
Brandon Wales
Tyler Houlton

Objective:
To provide prep S1 for today's DOJ Press conference – skinny down to DHS HQ staff only.

3:50 PM - 4:00 PM
Travel to DOJ HQ

4:00 PM - 5:00 PM
Huawei Press Conference -- DOJ HQ, 950 Constitution Ave
DO NOT FORWARD OR COPY THIS INVITATION
January 28, 2019 Continued

Monday

If there are any questions, please contact ____________

Requester:

DOJ

Front Office Lead:

Brandon

DHS SME:

Tyler Houlton

Attendees:

Secretary

Chad Wolf

Tyler Houlton

Location:

DOJ HQ

AG’s Conference Room

950 Constitution Ave

Objective:

AG/DOJ is holding a press conference at 4:30pm on Huawei.

Please have S1 arrive at the AG’s conference room by 4:00PM. We will prep with the group till roughly 4:20PM then move to the green room.
January 28, 2019 Continued
Monday

are going to have a very full house and stage so please try to limit the number of staff coming to the prep and in the green room its principal plus one. The remaining staff can go to the back of the press conference room.

**Briefing Materials:**

Remarks

<table>
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<tr>
<td>5:00 PM - 5:20 PM</td>
<td>Travel to Residence</td>
</tr>
<tr>
<td>5:15 PM - 5:30 PM</td>
<td>Call from Secretary Pompeo</td>
</tr>
<tr>
<td>5:30 PM - 6:15 PM</td>
<td>Executive Time</td>
</tr>
<tr>
<td>6:15 PM - 6:30 PM</td>
<td>Travel to DCA</td>
</tr>
<tr>
<td>7:00 PM - 10:00 PM</td>
<td>Wheels Up: San Diego, CA</td>
</tr>
</tbody>
</table>
January 29, 2019
Tuesday

9:30 AM - 10:00 AM
Secretary's Daily Brief (SDB) “AS2 Chairing” -- NAC Building 5 SCIF
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

10:00 AM - 10:45 AM
Operational SVTC “AS2 Chairing” -- NAC Building 5 SCIF / Components via SVTC
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact..."

Attendees:
Acting Deputy Secretary
Chad Wolf
Evelyn Lim
Miles Taylor
Kate Nichols
Brandon Wales
John Gountanis
Tony Barker
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
Tracy Renaud on behalf of Francis Cissna, USCIS
Chris Krebs, CISA
Tyler Houlton or Jonathan Hoffman, OPA
Christine Ciccone, OLA
Dave Glawe, I&A
James McCament, Policy
January 29, 2019 Continued
Tuesday

Bill Bryan, S&T
John Mitnick, OGC
James McDonnell, CWMD
Patrick Kearney
Christina Bobb, ESEC
John Hill, OPE
RDML Jones, MIL
Tom Walters, FLETC
Hannah Hummelberg

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12:30 PM - 5:05 PM
9:30 PST: Official Travel: San Diego, CA

5:05 PM - 9:20 PM
2:05 PST: Wheels Up: Washington

6:00 PM - 6:15 PM
Call from Governor Ducey -- S1 from plane

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [redacted]

Requester:
S1
Front Office Lead:
Tony / John

Staff SME:
John Hill

Attendees:
Secretary
Chad Wolf

Call Number:
Governor's office will call cell phone

Scheduling Contact:
Director of Scheduling
Office of the Arizona Governor Doug Ducey
1700 W Washington St.
Phoenix, AZ 85007

Objective:
Call to Gov. Ducey re: border security
6:00pm EST
Briefing Materials:

Talking points.
<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:45 AM - 9:00 AM</td>
<td>Travel to DCA</td>
</tr>
<tr>
<td>9:15 AM - 11:00 AM</td>
<td>Wheels Up: Atlanta (Super Bowl LIII Security Day)</td>
</tr>
<tr>
<td>11:00 AM - 3:45 PM</td>
<td>Official Travel: Atlanta</td>
</tr>
<tr>
<td>3:45 PM - 5:05 PM</td>
<td>Wheels Up: Washington</td>
</tr>
<tr>
<td>5:20 PM - 5:40 PM</td>
<td>Travel to Residence</td>
</tr>
</tbody>
</table>
January 31, 2019
Thursday

8:40 AM - 9:20 AM
Travel to NAC --

11:30 AM - 12:00 PM
Update re: S1 Detail -- NAC Secretary’s Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
USSS

Front Office Lead:
Miles

Attendees:
Secretary
Chad Wolf
Miles Taylor
Evelyn Lim
Brandon Wales

Briefing Materials:
No

12:00 PM - 12:30 PM
Prep: OTR Meeting with NAC Secretary’s Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact
January 31, 2019 Continued
Thursday

Requester: [redacted]

DHS SME: Tyler Houlton

Attendees: Secretary Chad Wolf Miles Taylor Brandon Wales Tyler Houlton

Objective: Prep for OTR meeting with [redacted]

Briefing Materials: Talking points

12:30 PM - 1:00 PM OTR Meeting with NAC Secretary's Office - [redacted]

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

Requester: [redacted]
January 31, 2019 Continued
Thursday

DHS SME:
Tyler Houlton

Attendees:
Secretary
Chad Wolf
Tyler Houlton

Objective:
OTR meeting with

Briefing Materials:
Talking points

1:00 PM - 2:00 PM
Lunch / Office Time

2:00 PM - 2:30 PM
Meeting with OGC -- NAC 5110 Conference Room
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
S1

Front Office Lead:
COS
DHS SME:
John Mitnick

Attendees:
Secretary
Chad Wolf
Miles Taylor
Brandon Wales
John Mitnick, OGC
Neal Swartz, OGC
Hayley Chang, OGC

Objective:
Meeting re: congressional oversight

Briefing Materials:
No

Meeting with John Mitnick -- NAC Secretary's Office
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [6X6]...

Requester:
S1

Front Office Lead:
January 31, 2019 Continued
Thursday

3:00 PM - 3:15 PM

Call to Francis Cisna -- NAC Secretary's Office
DO NOT FORWARD OR COPY THIS INVITATION

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

Requester:
S1

Front Office Lead:
COS

Attendees:
Secretary
February 1, 2019

Friday

9:00 AM - 9:40 AM
Travel to RRB

9:30 AM - 10:00 AM
Secretary’s Daily Brief (SDB) *AS2 Chai ring* -- RRB 7th Floor SCIF
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact (6) ________

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 - 10:45 AM
Operational SVTC -- RRB 7th Floor SCIF / Components via SVTC
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact (6) ________

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Evelyn Lim
Miles Taylor
Kate Nichols
Brandon Wales
John Gountanis
Tony Barker
Kristen Marquardt
Bryan Ware
Christopher Tomney
Chip Fulghum, MGMT
Frank DiFalco, OPS
Randolph Alles, USSS
Ron Vitiello, ICE
ADM Schultz, USCG
Robert Perez on behalf of Kevin McAleenan, CBP
Brock Long, FEMA
Patty Cogswell on behalf of David Pekoske, TSA
Francis Cissna, USCIS
Chris Krebs, CISA
Jonathan Hoffman, OPA
Christine Ciccone, OLA
Dave Glawe, I&A
February 1, 2019 Continued
Friday

James McCament, Policy
Bill Bryan, S&T
John Mitnick, OGC
James McDonnell, CWMD
Patrick Kearney
Christina Bobb, ESEC
John Hill, OPE
RDML Jones, MIL
Tom Walters, FLETC
Hannah Hummelberg
Lexi Marten

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11:00 AM - 11:15 AM

Call to Gov. Abbott -- Command Post \( b(6) \)

DO NOT FORWARD OR COPY THIS INVITATION

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

Requester:
S1

Front Office Lead:
February 1, 2019 Continued

Tony / John

Staff SME:
John Hill

Attendees:
Secretary
Chad Wolf
John Hill

Call Number:
Command Post

Scheduling Contact:
Deputy Director of Scheduling
Office of Governor Greg Abbott

Notes:
Call with Gov. Abbott re: border security update

Briefing Materials:
Talking points
Attendees:

Secretary
Miles Taylor
Brandon Wales
Chris Krebs
James McCament
Tom McDermott

Objective:

Meeting to review approval of DHS election EO report

Briefing Materials:

CAPMO will provide

3:30 PM - 4:00 PM

Meeting with Ambassador Barcena, Mexico -- RRB Commissioner's Small Conference Room (4.4A)

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:

Embassy of Mexico

Front Office Lead:

Miles
February 1, 2019 Continued

Friday

Staff SME:
James McCament

Attendees:
Secretary
Chad Wolf
Miles Taylor
James McCament
Dimple Shah

External attendees:
H.E. Martha Elena Federica Bárcena Coqui, Ambassador of Mexico to the United States, Embassy of Mexico
Amb. José Antonio Zabalgoitia Trejo, Deputy Chief of Mission, Embassy of Mexico
Ms. Carolina Ayala Aceves, Head of the Office for Special and Border Affairs, Embassy of Mexico
Mr. José Francisco Anza Solís, Head of the Office for Migration and Hispanic Affairs, Embassy of Mexico
Mr. Sergio Arturo Aguirre Gamboa, Political Affairs Officer, Embassy of Mexico

Protocol POC:
Daniel De la Torre
Office of the Ambassador
Embassy of Mexico
Objective:

Following our conversation, I'm requesting a meeting on behalf of Ambassador Martha Bárznea with Secretary Nielsen.

Ambassador Bárznea is very interested in meeting with the secretary at her earliest convenience. Feel free to contact me if you would like to explore possible dates.

4:15 PM - 4:30 PM

Call to Mayor Keisha Lance Bottoms, Atlanta -- RRB Secretary's Office

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact.

Requester:

S1

Front Office Lead:

Brandon

DHS SME:

Brian Hyer

Attendees:

Secretary

Miles Taylor

Call Number:
February 1, 2019 Continued
Friday

4:30 PM - 5:00 PM

Scheduling Contact:

Executive Assistant
Mayor Keisha Lance Bottoms
Atlanta City Hall
Phone: Email:

Notes:
Call to Mayor Keisha Lance Bottoms re: Super Bowl security

Briefing Materials:
Talking points

Secure Call to SEC Pompeo -- RRB 7th Floor SCIF
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
S1

Front Office Lead:
Miles Taylor

Staff SME:
February 1, 2019 Continued

Friday

Miles Taylor

Attendees:
Secretary
Miles Taylor

Call number:
(State Ops CMS)

Objective:
Call with Secretary Pompeo re: northern triangle

Briefing Materials:
TBD

5:15 PM - 5:30 PM

Call to Director Cisna - RRB Secretary's Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
S1

Front Office Lead:
COS

Attendees:
February 1, 2019 Continued

Friday

Secretary
Chad Wolf
Francis Cissna

Call Number:

Notes:
Call with Francis Cissna

5:45 PM - 7:30 PM
HOLD
February 2, 2019
Saturday

7:00 PM - 7:30 PM
Travel to Washington Hilton

7:30 PM - 10:00 PM
Washington Mardi Gras Ball -- Washington Hilton, 1919 Connecticut Ave NW
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [Redacted]

Requester:
Whip Steve Scalise

DHS Advance Lead:
Will

Attendees:
Secretary

Location:
Washington Hilton
1919 Connecticut Ave NW
Ballroom – Box Section 103

Scheduling / Advance Contact:
[Redacted] Director of Member Services
Republican Whip Steve Scalise (LA-01)
office: [Redacted]
cell: [Redacted]
February 2, 2019 Continued

Saturday

Attire:
Black tie

Objective:
The Whip invited Secretary Nielsen and a guest to attend Washington Mardi Gras this Saturday evening as his guest, and it sounds like she’s interested. It’s at the Washington Hilton on Connecticut and begins at 7:30pm. Scalise and his wife will be sitting with the Secretary in his box, along with other guests from Louisiana as well as the parents for our Washington Mardi Gras princesses.

Here is the basic outline for the flow of Saturday evening:

8:00pm - Arrive to Washington Hilton Ballroom
8:05pm - Prayer and National Anthem performance
8:10pm - Parade of Mardi Gras Princesses Begins
9:30pm - Introduction of Washington Mardi Gras King and Queen
10:00pm - Conclusion of Washington Mardi Gras Parade / General Dance Begins

For the Secretary’s awareness, Mr. and Mrs. Scalise will stay at the dance for approx. an hour-hour and a half. They usually depart the ballroom in the 11:30-midnight time frame.

Scalise Box Guest List

1. Steve Scalise
2. ____________________________
3. Sec. Kirstjen Nielsen
4. ____________________________

DHS-001-00912-00261312/09/2020
accepting gifts given because of an official's position or from a prohibited source. However, based on the limited information we have, she may not accept the gift of free attendance at the pre-ball dinner at Ruth's Chris and, even though the Secretary may pay her way, it may be prudent for her to decline attendance at the dinner to avoid possible public scrutiny, as discussed in greater detail below.

The [13(6)] is a social organization that organizes one of Washington DC's Mardi Gras celebrations. The event is open to the public and we have been advised that tickets are valued at $250 per person. The ball is expected to have several hundred attendees, which are likely to include diverse views. The Secretary received this unsolicited offer of free attendance for both the ball and pre-ball dinner from Whip Scalise. The cost of her attendance is being paid by the Political Action Committee (PAC), the Eye of the Tiger.

Based on information received, the event has the characteristics of a WAG because there will be a large number of persons with likely diverse set of views present. Therefore, assuming the gift meets the other regulatory requirements, the Secretary may accept. However, in order to accept, a written determination -- that her attendance is in the interest of the Department and that she will not appear to be unduly influenced in the performance of her official duties based on this gift acceptance -- is necessary. The written determination requirements include a requirement that, where the offered is from other than the sponsor of the event, the value of the gift cannot exceed $390. If the Secretary were to accept the gift of two attendees, the value of the gift would exceed this amount. Therefore, in order to attend, the Secretary will regretfully have to decline to bring a guest. She may also opt to pay the $250 in order to eliminate this issue for attendance of a guest.

In making the DHS interest determination, the Secretary should consider relevant factors including:

- The importance of the event to DHS;
- The nature and sensitivity of any pending matter affecting the interests of the person who extended the invitation and the significance of the employee's role in any such matter;
- The purpose of the event;
- The identity of other expected participants;
February 2, 2019 Continued

Saturday

- Whether acceptance would reasonably create the appearance that the donor is receiving preferential treatment;

- Whether the Government is also providing persons with views or interests that differ from those of the donor with access to the Government; and

- The market value of the gift of free attendance.

In assessing these factors, it is plausible for the Secretary to make a determination of agency interest in her determination at the ball.

Regrettably, the pre-ball dinner does not appear to have the characteristics of a WAG. The pre-ball dinner is also being sponsored by the PAC and is expected to have approximately 40 attendees. The cost per person is estimated at $70 per person. However, we do not have details about attendees other than they are all PAC contributors. As such, the event does not have the diverse views required to meet the WAG exception. Further, because of the information we have on attendees, there could be public scrutiny concerning that the Secretary is providing special access to these PAC contributors, which may be viewed as potentially beneficial to Whip Scalise. As such, while the Secretary may pay the fair market value of her (and her guest’s attendance) and thus avoid the gift issue, her presence could raise appearance concerns.

Please confirm the Secretary’s determination. If you learn new details that may change the analysis, please let me know. I am also at the Secretary and your disposal if you have questions. I hope this is responsive.
FYI: Super Bowl LIII

Eliza: If you haven’t already, please make note on S1’s block calendar/schedule:

Super Bowl LIII Security Day [Assuming NFL follows same pattern as 2018]
Wed, 30 Jan 2019
Atlanta, GA

Super Bowl LIII
Sun, 3 Feb 2019
Mercedes-Benz Stadium, Atlanta, GA

Aaron Chang
Director of Scheduling and Advance and Chief of Protocol
U.S. Department of Homeland Security

Office (613) 789-0123
Mobile (613) 456-7890

DHS-001-00912-00261612/09/2020
February 4, 2019
Monday

8:15 AM - 8:50 AM
Travel to RRB

9:30 AM - 10:00 AM
Secretary's Daily Brief (SDB) -- RRB 7th Floor SCIF
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

10:00 AM - 10:15 AM
Sync Meeting for Venezuela DC -- RRB 7th Floor SCIF
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
S1
February 4, 2019 Continued
Monday

Front Office Lead:
Kristen

Staff SME:
Dave Glawe

Attendees:
Secretary
DCOS
Kristen Marquardt
Dave Glawe
James McCament
David Cloe

Objective:
S1 / AS2 Sync meeting to prep for the Venezuela DC

Briefing Materials:
Read ahead

10:15 AM - 10:30 AM
Trinidad & Tobago Threat Mitigation Briefing -- RRB 7th Floor SCIF
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
Front Office Lead:
Kristen

Staff SME:
Dave Glawe

Attendees:
Secretary
Chad Wolf
Miles Taylor
Brandon Wales
Kristen Marquardt
James McCament
Dave Glawe + briefers
Elizabeth Neumann

Objective:
Trinidad & Tobago threat mitigation briefing

Briefing Materials:
Briefing memo
February 4, 2019 Continued
Monday

10:45 AM - 11:00 AM

Call to: RRB Secretary’s Office

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact:

Requester:
S1

Front Office Lead:
Miles

Attendees:
Secretary

Call Number:

Scheduling Contact:

Notes:

advised that the best time is between 10A-11:30A every day, while But honestly she said that any time works. Her phone number is

Briefing Materials:
No
February 4, 2019 Continued

Monday

11:00 AM - 11:30 AM

SOTUA Security Briefing -- RRB Secretary's Office

DO NOT FORWARD OR COPY THIS INVITATION

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

Requester:

USSS

Front Office Lead:

Scott

Attendees:

Secretary

Chad Wolf

Miles Taylor

Randolph Alles, USSS

USSS

USSS

(b)(6)

Objective:

SOTUA briefing

Briefing Materials:

Briefing memo

11:30 AM - 11:45 AM

Huddle with Director Alles -- RRB Secretary's Office

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact (b)(6)
February 4, 2019 Continued
Monday

Briefing memo

1:30 PM - 3:00 PM
Calls / Office Time

3:00 PM - 4:00 PM
Employee Calls -- RRB Secretary’s Office

4:00 PM - 4:15 PM
Call to Minister Mauricio Ernesto Ramirez Landaverde, El Salvador -- RRB Secretary’s Office

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
S1

Front Office Lead:
Tony / John

Staff SME:
David Cloe

Attendees:
Secretary
Chad Wolf
James McCament

Call Number:
February 4, 2019 Continued
Monday

A staff member will answer.

Notes:

Call with Mauricio Ernesto Ramirez Landaverde - Minister of Justice and Public Security, El Salvador re: discuss caravan formation, deterrence messaging, and actions to counter smuggling/trafficking. Note that Ambassador Claudia Canjura will also be on the call. Translation will be provided.

Translator (US Dept. State):

Briefing Materials:

Talking points

4:40 PM - 5:00 PM

Caravan Contingency Planning Call -- Dial in Access Code

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:

S1

Front Office Lead:

Tony
February 4, 2019 Continued
Monday

DHS SME:
Patrick Flanagan

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Brandon Wales
Tony Barker
Kevin McAleenan
Robert Perez
Patrick Flanagan
Jonathan Hoffman or Tyler Houlton
Matt Albence

Call Number:
Dial in: ___________
Access Code: ___________

Notes:
Conference call to discuss caravan contingency planning

Briefing Materials:
February 4, 2019 Continued
Monday

No

5:00 PM - 5:15 PM

Call to Senator Rubio -- RRB Secretary's Office

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
S1

Front Office Lead:
Christine Ciccone

DHS SME:
Dave Wonnenberg

Attendees:
Secretary
Miles Taylor

Call Number:

Scheduler

DHS-001-00912-00262512/09/2020
February 4, 2019 Continued

Notes:
Call to Sen. Rubio re: crisis in Venezuela

Briefing Materials:
Talking points

5:15 PM - 6:00 PM

Strategic Plan  --  RRB Secretary's Office

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

Requester:
S1

Front Office Lead:
Miles

Attendees:
Secretary
Chad Wolf
Miles Taylor
Brandon Wales

Objective:
Meeting to discuss S1’s strategic plan

**Briefing Materials:**

Front office will provide
February 5, 2019 Continued

Tuesday

Secretary
Acting Deputy Secretary
Chad Wolf
Miles Taylor
James McCament, Policy
Robert Perez, CBP
Matt Albence on behalf of Ron Vitiello, ICE
John Mitnick, OGC

External Attendees:
1. DOD
   a. A/Secretary Shanahan

2. DOJ
   a. DAG Rosenstein

3. State
   Assistant Secretary for Western Hemisphere Affairs Kim Breier

4. White House Counsel Office
   a. [b](b)(6)

5. White House Chief of Staff Office
   a. [b](b)(6)

6. White House NSC
   a. [b](b)(6)

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

Notes:
Brief update / check-in call at 12:00pm EST today regarding the caravan

Meeting with [b](b)(6) - RRB Secretary's Office

DO NOT FORWARD OR COPY THIS INVITATION

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

Requester:
S1

Front Office Lead:
February 5, 2019 Continued
Tuesday

DCOS

DHS SME:
Rob Kuhlman

 Attendees:
Secretary
Chad Wolf
Miles Taylor
Brandon Wales
Jonathan Hoffman or Tyler Houlton, OPA
Rob Kuhlman, OPA

Objective:
Check-in with S1 re: upcoming remarks and testimony

Briefing Materials:
No

12:45 PM - 1:00 PM

Call to [b](6) RRBSecretary'sOffice
DO NOT FORWARD OR COPY THIS INVITATION

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

Requester:
S1
February 5, 2019 Continued

Tuesday

Front Office Lead:
Tony

DHS SME:
Patrick Flanagan

Attendees:
Secretary

Call Number:

Notes:
Condolence call to Mr. Michael Doss, husband of fallen CBP Agent Donna Doss

Briefing Materials:
Yes

1:00 PM - 1:15 PM
Call to Minister Degenhart, Guatemala -- RRB Secretary's Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
S1

Front Office Lead:
February 5, 2019 Continued
Tuesday

Tony / John

Staff SME:
David Cloe

Attendees:
Secretary
Chad Wolf
David Cloe

Call Number:
\[\text{(Minister's cell)}\]

Notes:
Call with Minister Degenhart re: discuss caravan formation, deterrence messaging, and actions to counter smuggling/trafficking.

We have confirmed that no interpreters will be needed.

Briefing Materials:
Talking points

1:30 PM - 1:45 PM

DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact
February 5, 2019 Continued

Requester:
OPIC

Attendees:
Secretary
Chad Wolf
Miles Taylor

Call Number:

Scheduling Contact:

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

Notes:
Readout from visit to Mexico.

1:45 PM - 2:15 PM
Prep: ICE Briefing to Appropriation Conferees -- RRB Commissioner's Large Conference Room (Room 4.4A)
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact
February 5, 2019 Continued
Tuesday

**Requester:**
S1

**Front Office Lead:**
John G.

**DHS SME:**
Tom Blank

**Attendees:**
Secretary
Acting Deputy Secretary
Chad Wolf
DCOS
John Gountanis
Tom Blank on behalf of Ron Vitiello, ICE
Natalie Asher, ICE
Christine Ciccone, OLA
Uyen Dinh, OLA
Jonathan Hoffman or Tyler Houlton, OPA
Chip Fulghum, MGMT
Allen Blume, MGMT
February 5, 2019 Continued

Tuesday

S1

Front Office Lead:
Miles

DHS SME:
David Cloe

Protocol Lead:

Attendees:
Secretary
Chad Wolf or DCOS
Kristen Marquardt
David Cloe, Policy

External Attendees:
The Honorable Carlos Holmes TRUJILLO, Minister of Foreign Affairs of the Republic of Colombia, Ministry of Foreign Affairs
H.E. Francisco SANTOS, Ambassador of Colombia to the United States, Embassy of Colombia
Ambassador Francisco ECHEVERRY, Director for the Americas, Ministry of Foreign Affairs of Colombia
Mr. Daniel AVILA, Deputy Chief of Mission, Embassy of Colombia

Protocol Contact:
February 5, 2019 Continued
Tuesday

Andrea Jiménez Herrera

Objective:
Meeting with Colombian Minister of Foreign Affairs to discuss recent events in Venezuela, migration, etc.

Briefing Materials:
Briefing memo

4:00 PM - 7:00 PM

SOTU Reception (Leader McCarthy Reception) -- US Capitol, H-204
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
Minority Leader

Front Office Lead:
Christine Ciccone

Attendees:
Secretary
February 6, 2019 Continued

Front Office Lead:

DHS SME:
Brian Dorow

Attendees:
Secretary
Chad Wolf

John Hill

Call Number:
Dial in:
Access Code:

Notes:
Update call to SWB Sheriffs

Briefing Materials:
Talking points
February 7, 2019
Thursday

8:45 AM - 9:00 AM  Travel to DCA

9:15 AM - 11:10 AM  Wheels Up: Tampa, FL

11:10 AM - 3:50 PM  Official Travel: Tampa, FL

4:15 PM - 4:30 PM  Call to Governor Michelle Lujan Grisham, NM -- S1 on travel

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [Redacted]

Requester:
S1

Front Office Lead:
Tony / John

DHS SME:
Brian Hyer

Attendees:
Secretary

Call Number:
[Redacted] (Governor’s cell)
[Redacted] (backup number – staffer)

Notes:
February 7, 2019 Continued
Thursday

Call with New Mexico Governor Michelle Lujan Grisham re: border update / check-in

4:15pm EST

Briefing Materials:

Talking points
<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>February 8, 2019</td>
<td>9:00 AM - 5:00 PM</td>
<td>Personal Travel</td>
</tr>
</tbody>
</table>
February 9, 2019
Saturday

9:00 AM - 5:00 PM  Personal Travel
February 10, 2019
Sunday

9:00 AM - 5:00 PM
Personal Travel
February 11, 2019
Monday

9:00 AM - 2:55 PM  
Personal Travel

10:30 AM - 11:00 AM  
S1 / AS2 Huddle Call -- NAC Deputy Secretary's Office / S1 via phone
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [redacted]

Requester:
S1

Attendees:
Secretary (via phone)
Acting Deputy Secretary
Chad Wolf
Miles Taylor

Notes:
S1 / AS2 huddle call

2:55 PM - 4:55 PM  
Wheels Up: Washington

5:10 PM - 5:35 PM  
Travel to JW Marriott

5:45 PM - 6:05 PM  
Remarks: National Sheriffs Association Conference -- JW Marriott, 1331 Pennsylvania Ave. NW
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [redacted]

Requester:
NSA

Front Office Lead:
[redacted]
February 11, 2019 Continued

Monday

Staff SME:
Brian Dorow

Advance Lead:

Attendees:
Secretary
Chad Wolf

Location:
JW Marriott
1331 Pennsylvania Ave. NW

Objective:
National Sheriffs Association winter meeting – keynote address

S1 is already on the NSA’s agenda to speak at 5:45pm on 2/11 at the plenary session. She is listed as speaking along with Troy Vincent, Executive VP of Football Ops for the NFL. She is slotted for a 20-minute session.

Here are details and the breakdown for today’s NSA Remarks:

- Open press (Press Riser)
- Approximately 200 elected leaders law enforcement leaders and general members
- S1 will be speaking from a podium
- S1 will be introduced by Jonathan Thompson, Executive Director and CEO of National Sheriffs’ Association
- S1 will deliver remarks following Acting Attorney General Whitaker and Troy Vincent, Executive Vice President of Football Operations for the NFL

5:35pm   S1 arrives at JW Marriott and proceeds to Independence Room (HOLD)
5:40pm   S1 proceeds to Grand Ballroom, B Level
5:45pm   Jonathan Thompson, Executive Director and CEO of NSA introduces S1
5:50pm   S1 delivers remarks
6:10pm   S1 concludes remarks
6:15pm   S1 departs JW Marriott

Briefing Materials:
Remarks, agenda
February 11, 2019 Continued

Ethics:
S1 does not have ethics restrictions that would prohibit her from accepting the offer to speak at the National Sheriff’s Association Winter Conference. S1 received an offer to provide a plenary session speech at 5pm on February 11. The event is part of the NSA’s winter conference, and open to all attendees. She will speak with Troy Vincent, the Executive VP for the NFL. The agenda indicates that the session is sponsored by Falcon Correctional and Community Services. There is no information about what this signifies.

To participate, S1 must determine that this forum is appropriate for an exchange of information relevant to the programs, operations or responsibilities of DHS, after considering factors such as the identity of the host, sponsor, the frequency of requests from this entity, the number of DHS employees speaking before this entity, and the size and makeup of the audience. This would help prevent against any concerns about NSA receiving preferential treatment over other think tanks that may have requested S1 to speak. Considerations should also include whether S1 has declined other similar invitations from other think tanks without a distinguishing rationale.

If the above determination was made and it was determined to be the most appropriate forum for S1’s dissemination of relevant DHS priorities, S1 may participate so long as she:

- Does not disclose unauthorized nonpublic information
- Does not endorse or sanction the activities of NSA, its members, activities or projects, Mr. Vincent, or NFL, or the sponsor for the session Falcon Inc.
- Is able and willing to provide the same support to other think tanks that request her engagement
- Does not make specific promises related to future business with any attendee, sponsor, or the host

The Secretary may accept an unsolicited item of little intrinsic value intended for presentation only, which may be presented to her as a thanks for speaking as this is excluded from the definition of gifts. Likewise, she may accept free attendance on the day of her speech if it is offered. This would include allowing her to accept provisions of food, refreshments, entertainment, instruction or materials furnished to all attendees as an integral part of the event. This would not include VIP receptions or other invite only or exclusive receptions or the like.

I recommend you determine what the Falcon Inc. sponsorship entails to ensure that it does not require S1 endorsement or raises appearance concerns and is merely identification of the underwriter of the session. If the event details differ than those described above or
the sponsorship details require S1 action, please contact me to provide any and all additional information you have as the facts may change my guidance.

(b)(5)
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

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

Objective:
Secretary's Daily Brief

10:00 AM - 10:45 AM

Operational SVTC -- RRB 7th Floor SCIF / Components via SVTC
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Kate Nichols
Brandon Wales
John Gountanis
Tony Barker
Kristen Marquardt
Bryan Ware
Christopher Tomney
Chip Fulghum, MGMT
Frank DiFalco, OPS
Randolph Alles, USSS
Ron Vitiello, ICE
ADM Schultz, USCG (no USCG representation 2/12)
Robert Perez on behalf of Kevin McAleenan, CBP
Brock Long, FEMA
Ha McNeill on behalf of David Pekoske, TSA
February 12, 2019 Continued
Tuesday

Attendees:
Secretary
Chad Wolf

Call Number:
(staff will connect)

Scheduling Contact:

Notes:
Check in call with

Briefing Materials:
No

2:00 PM - 2:30 PM
USCIS Fee Rule Update -- RRB Commissioner’s Small Conference Room (4.4A)

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
USCIS

Front Office Lead:
John G.
February 12, 2019 Continued

Tuesday

DHS SME:
Lora Ries

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
DCOS
John Goutanis
Francis Cissna, USCIS
Craig Symons, USCIS
Tony Tozzolo, USCIS

Objective:
To update S1 and AS2 on the USCIS Fee Rule

Briefing Materials:
Briefing memo

2:30 PM - 3:00 PM
Folders / Wednesday Prep -- RRB Secretary’s Office

2:55 PM - 3:10 PM
Travel to Hart Senate Building

3:15 PM - 3:45 PM
Meeting with Senator Carper -- 513 Hart Senate Office Building

DO NOT FORWARD OR COPY THIS INVITATION
February 12, 2019 Continued
Tuesday

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

Requester:
S1

Front Office Lead:
Christine Ciccone

Staff SME:
David Wonnenberg

DHS Advance Lead:
[b](b)(6)

Attendees:
Secretary
Chad Wolf
Christine Ciccone

Location:
513 Hart Senate Office Building

External Scheduling / Advance Contact:
[b](b)(6)
[c](b)(5)
Notes:
Meeting with Senator Carper prior to his Codel to the Northern Triangle

Briefing Materials:
Briefing memo

3:45 PM - 4:00 PM  Travel to RRB

4:30 PM - 5:15 PM  Policy Sync Meeting -- RRB 7th Floor SCIF
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact 

Requester:
S1

Front Office Lead:
Brandon Wales

Staff SME:
James McCament

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Brandon Wales
Kate Nichols
John Gountanis
Tony Barker
Kristen Marquardt
Jason Ogden
James McCament, Policy
Dena Kozanas, Policy
Dimple Shah, Policy
Elizabeth Neumann, Policy
Nate Jensen, Policy
Brian Ware, Policy
Mike Dougherty, Policy
Tom McDermott, Policy

Objective:
Regular policy sync meeting / check-in with S1

Briefing Materials:
Briefing memo
Call to Senator Lankford -- RRB Secretary's Office

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [number]

Requester:
S1

Attendees:
Secretary
Chad Wolf
DCOS

Call Number:
[l(b)(6)]

Scheduling Contact:
[l(b)(6)]

Assistant Administrative Manager
Senator James Lankford
316 Hart Senate Office Building
[l(b)(5)]

Notes:
5:15pm call with Senator Lankford re: ICE nominee
On behalf of the Major Cities Chiefs Association & Major County Sheriffs Association, we would like to invite you to address our members at our upcoming meeting in Washington. Every two years, the sheriffs and chiefs from all major metropolitan areas gather in our Nation's capital to plan a common agenda for public safety and the prevention of crime and terrorism.

Not only will this be an opportunity to discuss vital law enforcement and homeland security issues with the Nation’s largest law enforcement agencies, it will also be an opportunity to speak with chiefs and sheriffs about your vision for the years ahead. We hope that you will be able to join us for a discussion of our common objectives and priorities.
February 13, 2019 Continued
Wednesday

11:45 AM - 12:00 PM
Travel to US Capitol

12:00 PM - 12:30 PM
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
S1

Front Office Lead:
Christine Ciccone

DHS Advance Lead:

Attendees:
Secretary
Chad Wolf
Christine Ciccone

Location:
US Capitol, H-323

Scheduling / Advance Contact:
February 13, 2019 Continued

Wednesday

Objective:
To discuss DHS funding

Briefing Materials:

12:30 PM - 12:45 PM
Travel to RRB

12:45 PM - 1:30 PM
Lunch / Office Time

1:25 PM - 1:35 PM
Conference Call re: bill text -- Dial in [b(6)] / Access Code [b(6)]
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [b(6)]

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
Miles Taylor
Brandon Wales
Kevin McAleenan
Ron Vitiello
Chip Fulghum
Jonathan Hoffman
February 13, 2019 Continued

Wednesday

Tyler Houlton
Christine Ciccone

Call Number:
Dial in
Access Code:

Notes:
Call to discuss bill text

2:00 PM - 2:30 PM

Hearing Planning Meeting -- RRB Secretary’s Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
S1

Front Office Lead:
Miles

DHS SME:
Jonathan

Attendees:
Secretary
February 13, 2019 Continued
Wednesday

Chad Wolf

DCOS

Jonathan Hoffman

Objective:

To discuss hearing planning and zero-tolerance policy.

Briefing Materials:

Background papers OLA has produced for hearing prep and the narrative document OPA has produced.

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:

Front Office Lead:

Scott
February 13, 2019 Continued

Wednesday

DHS SME:

John Hill

Attendees:

Secretary

Chad Wolf

DCOS

John Gountanis

John Hill, OPE

Objective:

To review S1's remarks / prep for the LEITF engagement

Briefing Materials:

Remarks

3:00 PM - 3:30 PM

Proposals for Disaster Cost Reduction -- RRB Commissioner's 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:

Brandon Wales
February 13, 2019 Continued

Wednesday

Staff SME:
Joel Doolin

Attendees:
Secretary
Acting Deputy Secretary
Chad Wolf
DCOS
Kate Nichols
Jason Ogden
Brock Long, FEMA
Dan Kaniewski, FEMA
Joel Doolin, FEMA
Jeff Byard, FEMA
Chip Fulghum, MGMT
Christine Ciccone, OLA
John Hill, OPE
Stacy Marcott, CFO

Objective:
Provide a briefing to the Secretary on FEMA’s proposals, including statutory, regulatory and agency policy changes, to create reduce long-term disaster costs.
February 13, 2019 Continued
Wednesday

Briefing Materials:
Briefing memo

3:30 PM - 4:30 PM
Office Time

4:30 PM - 5:00 PM
Review Syria Memo / Read intel -- RRB 7th Floor SCIF
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
S1

Front Office Lead:
Kristen

Attendees:
Secretary
Chad Wolf
Miles Taylor
Brandon Wales
Kristen Marquardt

Objective:
Review Syria Memo and read intel
February 13, 2019 Continued

Wednesday

Briefing Materials:

Syria Memo – in intel book

5:00 PM - 5:15 PM

Safety Act Huddle -- RRB Secretary’s Office

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact _______ _______.

Requester:
S1

Front Office Lead:
Brandon

Attendees:
Secretary
Miles Taylor
Brandon Wales

Objective:
Brief check in regarding Safety Act

Briefing Materials:
Safety Act package
February 13, 2019 Continued

Wednesday

5:15 PM - 6:30 PM
Intel/planning/folders/speech prep

6:30 PM - 6:45 PM
Travel to Metropolitan Club

6:45 PM - 9:30 PM
Concordia Dinner Honoring President Iván Duque Márquez, Colombia -- Metropolitan Club, 17th and H St NW
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [Redacted]

Requester:
Concordia

Front Office Lead:
DCOS

Staff SME:
David Cloe

DHS Advance Lead:
Will

Attendees:
Secretary
Miles Taylor

Location:
Metropolitan Club
17th and H St NW

External Scheduling / Advance Contact:

Concordia
300 Park Avenue, 12th Floor, New York, NY 10022
Office: [Redacted] Cell: [Redacted]

Notes:
On behalf of Concordia, it is my distinct pleasure to invite you to a private dinner honoring His Excellency Iván Duque Márquez, the President of Colombia in recognition of his visit to Washington, D.C. Please see the attached invitation.

The dinner will provide an opportunity for members within Concordia’s community to meet with President Duque and discuss the most pressing issues facing Colombia and the region. The dinner will be off-the-record.

We are working to keep this dinner quite small. Our main objective is to bring the best people to a small and intimate off the record dinner and discussion with the President. We do not intend to go over 25 people, but
February 13, 2019 Continued

Wednesday

we are also waiting to see who will come with the President. The people will range from other members of the Administration, members of the U.S. Senate and members of Concordia's Leadership Council.

Information:
- Location: Red Room (Floor 2), The Metropolitan Club
- Hold: N/A
- Attendees: 85, including...
  - The Secretary
  - Miles Taylor
  - His Excellency Iván Duque Márquez, President of Colombia (Guest of Honor)
  - Secretary Acosta; Secretary Chao; 2 U.S. Senators; 4 U.S. Representatives
  - Complete guest list attached
- Room Setup/Seating: Three long tables. Seating TBC.
- Attire: Business
- Press: Off-the-Record (Members of the press will be in attendance as invited guests.)

Tick-Tock:
6:30pm Cocktail Reception Begins
6:45pm S1 arrives The Metropolitan Club and proceeds to the Red Room
6:50-7:30pm Cocktail Reception
7:00pm Arrival of His Excellency Iván Duque Márquez, President of Colombia
7:30-9:00pm Three Course Dinner
9:05pm S1 departs The Metropolitan Club

Briefing Materials:
Briefing memo

Ethics:
Based on the below received, S1 may accept the invitation to the above event if she determines that her attendance is in DHS' interest, as the event meets the widely attended gathering (WAG) exception to the general prohibition on accepting gifts given because of an official's position or from a prohibited source.

The widely-attended gathering exception to the general prohibition on acceptance of gifts from outside sources has two tests - first the event must meet the characteristics of a widely-attended gathering, and then, it must be in DHS' interest for her to attend. To meet the characteristics of a WAG, there must be a large number of persons expected to attend, with a diversity of views or interests. Second, there is an DHS' interest in the Secretary's attendance because she can further DHS program or operation...
February 13, 2019 Continued

interacting with stakeholders who influence DHS activities. This interest must outweigh any concerns that she may be, or may appear to be, influenced in the performance of her official duties.

Here, 25 people will be attending. We understand that the meeting will be primarily for Concordia members and Executive Branch officials. This is a closed dinner by invitation only. This indicates that the event may meet the traits of a widely-attended gathering. There is a definite DHS interest in the Secretary’s attendance because she can further DHS program or operation interests presenting information, and informally meeting and interacting with Preside Duque about the current situation in South America. This interest or mission need may outweigh any concerns that she may be, or may appear to be, influenced in the performance of her official duties. However, it should be noted that this could raise concerns about special access for Concordia members, which is a dues paying membership group.

The Secretary may never the less make the determination was made after considering all relevant factors including:

• The importance of the event to DHS;
• The nature and sensitivity of any pending matter affecting the interests of the person who extended the invitation and the significance of the employee’s role in any such matter;
• The purpose of the event;
• The identity of other expected participants;
• Whether acceptance would reasonably create the appearance that the donor is receiving preferential treatment;
• Whether the Government is also providing persons with views or interests that differ from those of the donor with access to the Government; and
• The market value of the gift of free attendance.

If you learn of additional details or information, which may require additional review, please do not hesitate to contact me. Thank you.
February 14, 2019 Continued
Thursday

**External Scheduling / Advance Contact:**

LEITF National Coordinator

**Notes:**
Meeting with LEITF members

**Event Details:**

- Room setup is Hollowed Square
- Attendees consist of 15 members of LEITF

Note: There are 3 LEITF Co-Chairs
1. Chief Art Acevedo, Houston, Texas
2. Chief Tom Manger, Montgomery County, Maryland
3. Sheriff Margaret Mims, Fresno County, California

- THE SECRETARY will be seated between LEITF Co-Chairs Chief Art Acevedo and Chief Tom Manger
- Closed Press

**Tick Tock:**

12:55pm S1 arrives at JW Marriott and proceeds to Congressional Room on lobby level
1:00pm S1 is welcomed to the LEITF meeting by Morgan Ryan, LEITF National Coordinator
1:02pm Sheriff Margaret Mims, Chiefs Art Acevedo and Tom Manger offer very brief opening comments
1:05pm 15 Members of LEITF introduce themselves around the table
1:08pm S1 delivers brief remarks
1:15pm S1 concludes brief remarks and begins Q & A
(Moderated by Chief Acevedo and Chief Manger)
1:25pm S1 concludes Q&A and bids farewell
1:30pm S1 departs JW Marriott

**Briefing Materials:**
Remarks, agenda

**Ethics:**
S1 has no ethics restrictions that would prevent her from accepting the opportunity to meet with representatives of the Law Enforcement Immigration Task Force (LEITF), assuming she makes the determination that this meeting is important for DHS priorities. Please note that this is not a keynote address before the Major...
February 14, 2019 Continued

Cities Chiefs Association (MCCA) and Major County Sheriffs of America (MCSA) conference. It also does not necessarily appear to be a request for her to speak before the LEITF meeting, but rather a formal request for LEITF meeting with her to start a long-term dialogue between LEITF, DHS, and the President’s Administration to discuss “commonsense reforms to our immigration system to ensure the safety and protection of our communities.”

As always, the Secretary should adhere to the ethics rules when meeting to external parties. The ethics parameters of the engagement include:
- She should avoid unauthorized disclosure of nonpublic information. This is especially true for closed events like this involving prohibited sources (nonfederal entities that do or wish to do business with DHS or otherwise are stakeholders). She should be particularly careful not to provide special access or disclose information that would provide any participant with an unfair advantage in future engagements with DHS.
- She should not raise concerns of improper endorsement of the LEITF, its members, participants, sponsors or their activities/products/services.
- She should be willing to provide the same kind of support to other similarly situated entities.
- She should avoid specific asks of the LEITF or other attendees which could raise.
- She should also avoid making specific commitments in response to any specific ask (this does not include general actions such as taking information under advisement to evaluate for DHS mission interests or asking the participants for non-consensus general feedback).

Please note that, while LEITF is suggesting that this meeting begins work together over the “coming months and years,” S1 agreeing to meet with them does not necessarily mean she must commit to working with them, but rather she may determine that it is helpful to disseminate information relevant to the DHS programs, operations or responsibilities of DHS in this one instance, as well as gather information about external parties concerns, interests, or priorities. Put another way, S1 should avoid suggesting that this meeting creates a formal working agreement or arrangement with LEITF.

In considering whether to meet with this group, S1 should consider factors such as the LEITF’s mission and composition, the frequency of requests from this entity, the DHS priorities aided by this meeting, and the size and makeup of the audience. This would help prevent against any concerns about LEITF receiving preferential treatment over others. Considerations should also include whether S1 has declined other similar invitations from other think tanks without a distinguishing rationale.
February 14, 2019 Continued
Thursday

Staff SME:

CBP

Attendees:

Secretary

Chad Wolf

Miles Taylor

Brandon Wales

Tony Barker

Kevin McAleenan, CBP

Alice Kipel, CBP

John Havranek, OGC

Hayley Chang, OGC

Objective:

Prep in advance of the PC Meeting on Jones Act & LNG Shipping

Briefing Materials:

Briefing memo

Border Bill Update (conference call) -- Dialing [____]/ Access Code: [____]

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [____]
Attendees:
Secretary
Chad Wolf
Brandon Wales
Miles Tayler
Kevin McAleenan
Bob Perez
Meghann Peterlin
Ron Vitiello
Matt Albence
Tom Blank
Jonathan Hoffman
Tyler Houlton
John Mitnick

Call Number:
Dial in: \( (b)(8) \)
Access Code: \( (b)(8) \)

Notes:
Border bill update
February 15, 2019 Continued

Attendees:
Secretary
Miles Taylor
Brandon Wales
Kristen Marquardt
Jason Ogden

Objective:
Review FTO Designations Paper PC
Review NSPM-13 Paper PC

Briefing Materials:
Read ahead

3:15 PM - 3:45 PM
Prep: Northern Triangle Conference (conference call) -- Dial [b](6)/ Access Code: [b](6)

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

Requester:
S1

Front Office Lead:
Tony / John
February 15, 2019 Continued

Staff SME:
David Cloe

Attendees:
Secretary
Chad Wolf
DCOS
Tony Barker
John Gountanis
James McCament, Policy
Dimple Shah, Policy
David Cloe, Policy
Jonathan Hoffman or Tyler Houlton, OPA

[b](6)

Christina Bobb
Eddy Dolan, DHS attaché

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

Objective:
Prep in advance of S1’s travel / participation in the Northern Triangle Conference
February 15, 2019 Continued

Friday

Briefing Materials:
Briefing memo

3:45 PM - 4:00 PM
Phone Call with Director Cissna -- 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
Chad Wolf
Francis Cissna, USCIS

Call Number:
[b]([a](6)(6) ([c]ell)

Objective:
Phone call to discuss H2-B visas

Briefing Materials:
No
February 15, 2019 Continued

Friday

6:30 PM - 8:00 PM

Dinner with Javier Lopez Casarin, Mexican Foreign Ministry -- TBD

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [ expansive contact information redacted here]

Requester:
S1

Front Office Lead:
DCOS

DHS Attendees:
Secretary

Location:
TBD

Objective:
Dinner with Javier Lopez Casarin, Mexican Foreign Ministry COS
Strategy Huddle -- TBD

DO NOT FORWARD OR COPY THIS INVITATION

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

Requester:
S1

Front Office Lead:
DCOS

Attendees:
Secretary
Chad Wolf
Miles Taylor
Jonathan Hoffman

Objective:
Strategy huddle 11:00am – 1:00pm.

Briefing Materials:
No
February 18, 2019
Monday

9:00 AM - 5:00 PM  President's Day
February 19, 2019
Tuesday

8:00 AM - 9:45 AM

HOLD

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

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

Objective:
Secretary’s Daily Brief

10:00 AM - 10:45 AM

Operational SVTC -- RRB 7th Floor SCIF / Components via SVTC
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Attendees:
Secretary
Acting Deputy Secretary
Miles Taylor
February 19, 2019 Continued
Tuesday

Sam Kaplan
Kate Nichols
Brandon Wales
John Gountanis
Tony Barker
Kristen Marquardt
Bryan Ware
Christopher Tomney
Chip Fulghum, MGMT
Frank DiFalco, OPS
Randolph Alles, USSS
Ron Vitiello, ICE
ADM Schultz, USCG
Robert Perez on behalf of Kevin McAleenan, CBP
Pete Gaynor, FEMA
Ha McNeill on behalf of David Pekoske, TSA
Francis Cissna, USCIS
Chris Krebs, CISA
Jonathan Hoffman, OPA
Christine Ciccone, OLA
Dave Glawe, I&A
James McCament, Policy
Bill Bryan, S&T
John Mitnick, OGC
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 or [5] 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
February 19, 2019 Continued
Tuesday

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 - 11:30 AM

MPP Expansion Update (conference call) -- RRB Dial in / Access Code: [b](6)

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

Requester:
S1

Front Office Lead:
John G.

Attendees:
Secretary
Acting Deputy Secretary
Miles Taylor
Brandon Wales
John Gountanis
Tony Barker
Kevin McAleenan, CBP
Ron Vitiello, ICE
Francis Cissna, USCIS
Jonathan Hoffman, OPA
John Mitnick, OGC
Chad Wolf, Policy
James McCament, Policy

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

Objective:
To provide S1 with an update on the MPP expansion

Briefing Materials:
No

11:30 AM - 11:50 AM

Prep: Bank Policy Remarks -- RRB Secretary's Conference Room

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

Requester:
Front Office Lead:
Jonathan Hoffman

DHS SME:
Rob Kuhlman

Attendees:
Secretary
Miles Taylor
Brandon Wales
Bryan Ware
Jonathan Hoffman or Tyler Houlton, OPA
Matt Hayden, OPE
Chris Krebs, CISA

Objective:
To review S1’s remarks / prepare for her engagement with the Bank Policy Institute

Briefing Materials:
Briefing memo
February 19, 2019 Continued
Tuesday

Requester:
S1

Front Office Lead:
Kristen

Attendees:
Secretary
Miles Taylor
Brandon Wales
Kristen Marquardt

Objective:
Read time for Bolton Memo

Briefing Materials:
Memo
<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>9:20 AM - 5:30 PM</td>
<td>Official Travel: El Salvador</td>
</tr>
<tr>
<td>5:30 PM - 9:30 PM</td>
<td>Wheels Up: Washington</td>
</tr>
<tr>
<td>9:45 PM - 10:00 PM</td>
<td>Travel to Residence</td>
</tr>
</tbody>
</table>
February 21, 2019
Thursday

8:30 AM - 9:00 AM
Secretary's Daily Brief (SDB) *AS2 Chairing* -- NAC Building 5 SCIF

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

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

Objective:
Secretary's Daily Brief

9:15 AM - 9:55 AM
Travel to RRB

10:00 AM - 10:30 AM
Immigration Policy Huddle Prep (conference call) -- RRB Secretary's Office / Dial in

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

Requester:
S1

Front Office Lead:
Tony / John

DHS SME:
Meghann Peterlin / Tom Blank

Attendees:
Secretary
Miles Taylor
Brandon Wales
John Gountanis
Tony Barker
Jonathan Hoffman or Tyler Houlton, OPA
Chad Wolf, Policy
Kevin McAleenan, CBP
Ron Vitiello, ICE
Francis Cissna, USCIS
John Mitnick, OGC

Call Number:
Dial in: (b)(6)
February 21, 2019 Continued
Thursday

1:45 PM · 2:00 PM

Aaron Chang, Advance (via phone)
Will Mitchelson, Advance (via phone)
Christina Bobb

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

Objective:
Prep in advance of the Aqaba Tech Dialogue and Silicon Valley engagements

Briefing Materials:
Briefing memo

Review Bank Policy Materials -- 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:
Bryan Ware

DHS SME:
Matt Hayden

Attendees:
Secretary
Miles Taylor
Brandon Wales
Bryan Ware
February 21, 2019 Continued
Thursday

Chris Krebs
Matt Hayden

Objective:
Review S1's talking points and final flow of show for the Bank Policy engagement

Briefing Materials:
Talking points, briefing memo

2:30 PM - 3:30 PM
Hearing Prep: Zero Tolerance -- RRB Commissioner's 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:
Christine Ciccone

DHS SME:
Uyen Dinh

Attendees:
Secretary
February 21, 2019 Continued
Thursday

Brandon Wales
Miles Taylor
Tony Barker
John Gountanis

Kevin McAleenan or surrogate, CBP
Ron Vitiello or surrogate, ICE
Jonathan Hoffman, OPA
Christine Ciccone, OLA
Uyen Dinh, OLA
John Mitnick, OGC
Hayley Chang, OGC
George Fishman, OGC
Chad Wolf on behalf of James McCament, Policy

Dimple Shah, Policy

Objective:

To provide S1 with a Zero Tolerance prep session in advance of the House Homeland hearing

Briefing Materials:

Briefing memo
February 21, 2019 Continued
Thursday

3:45 PM - 4:15 PM  Human Trafficking Strategy -- RRB Commissioner's Large Conference Room (Room 4.4A)
DO NOT FORWARD OR COPY THIS INVITATION

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

Requester:
S1

Front Office Lead:
[b](6)

DHS SME:
Elizabeth Neumann

Attendees:
Secretary
Chad Wolf
DCOS
[b](6)
Tony Barker
Elizabeth Neumann, Policy
Justin Matthes, Policy

Objective:
To review the DHS human trafficking strategy plan

Briefing Materials:
Briefing memo, draft strategy

4:15 PM - 4:25 PM
Review Russia Paper PC -- RRB 7th Floor SCIF
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
Kristen

Front Office Lead:
Kristen M

Attendees:
Secretary
Miles Taylor
Brandon Wales
Kristen Marquardt
Hannah Hummelberg

Objective:
To review the paper PC on Russia due today (2/21)

Briefing Materials:
Paper PC
<table>
<thead>
<tr>
<th>Time</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>6:00 PM - 7:30 PM</td>
<td>HOLD</td>
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February 21, 2019 Continued
Thursday
February 22, 2019
Friday

10:00 AM - 10:50 AM
Read Time / Prep for Bank Policy

10:50 AM - 11:05 AM
Travel to Wharf Intercontinental

11:15 AM - 11:45 AM
Fireside Chat: Bank Policy Meeting -- Wharf Intercontinental, 801 Wharf St SW

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

Requester:
Bank Policy Institute

Front Office Lead:
Jason Ogden

DHS SME:
[Redacted]

DHS Advance Lead:
[Redacted]

Attendees:
Secretary
Miles Taylor
Matt Hayden
Chris Krebs

Location:
Wharf Intercontinental
801 Wharf St SW

Scheduling / Advance Contact:
[Redacted]

Objective:
On behalf of [Redacted] I invite you to speak at our inaugural Spring Member Meeting, Friday, February 22, 2019 at the Wharf Intercontinental in Washington, D.C.

[Redacted] is a new, nonpartisan research and advocacy group representing the nation’s leading banks and their customers. The organization is the result of a merger between [Redacted] and [Redacted]. Our members include universal banks, regional banks and the major foreign banks doing business in the United States. Our 2019 Spring Member Meeting will bring together the CEOs and other "C-Suite" executives from each of our 48 members to discuss policy issues affecting our industry and to hear from senior policymakers. The Spring
February 22, 2019 Continued  
Friday

Our 2019 Spring Member Meeting will bring together the CEOs and other "C-Suite" executives from each of our 48 members to discuss policy issues affecting our industry and to hear from senior policymakers. The Spring Member Meeting is by invitation only, closed to press and a unique opportunity to speak directly to the senior executives of the nation's leading banks.

- Meeting Timeframe: 11:15AM – 11:45 AM for 30 minute window. Anytime in that window that works best for the Secretary.
- Remarks Format: Fireside Chat (interview style) with either a member of our senior leadership or one of our member CEOs followed by Q&A. We will share the questions with your team should you want to make any changes. We can also prescreen questions Q&A if that is preferred.
- Remarks Topic: Cybersecurity
- Anticipated number of Attendees: About 100. This is an invitation only meeting and attendees are c-suite (CEO, CFO, CRO, GC and Head of Government Relations) from our member banks. Sessions are closed to press and off the record.

Information:
- Following a brief hold, S1 will move to the general green room
- In general green room, S1 will be greeted by (b)(6)
- S1 will be introduced by (b)(6)
- S1 will deliver introductory remarks at a clear podium on the right-hand side of the stage
- Immediately following introductory remarks, S1 will move to armchairs (left of center stage) for fireside chat-style Q&A with (b)(6)
- Stage is a raised platform with a set of three steps
- Gooseneck mic will be used at lectern for introductory remarks
- Handheld mic will be placed on S1’s seat for use during fireside chat
- Background features BPI’s logo as well as replicas of notable DC monuments and buildings
- TV will display a static title slide with name and titles of S1 and (b)(6)
- Just over 100 attendees expected (CEOs, CFOs, CROs, General Counsels, and Government Relations from universal, major foreign, and regional banks)

- Attendees will be seated at long tables, facing the stage (classroom style)
- Session will not be live-streamed or recorded
- Closed Press & Off the Record

Tick-Tock:
11:05am: S1 arrives at Wharf Intercontinental
February 22, 2019 Continued

Friday

11:07am: S1 holds in private green room
11:13am: S1 arrives general green room; greeted by [b]___
11:14am: S1 and Beth Mooney escorted to off-stage announce
11:15am: [b]___ introduces S1
11:17am: S1 delivers introductory remarks
11:22am: S1 and [b]___ participate in fireside chat-style Q&A
11:45am: Session Concludes
Depart

Briefing Materials:
Talking points, briefing memo, agenda

Ethics:
The Secretary does not have personal ethics restrictions which would prevent her from speaking at the [b]___ inaugural spring member meeting so long as S1 determines that this forum is appropriate for an exchange of information relevant to the programs, operations or responsibilities of DHS, after considering factors such as the identity of the host, the frequency of requests from this entity, the number of DHS employees speaking before this entity, and the size and makeup of the audience. This would help prevent against any concerns about the host receiving preferential treatment over other similar organizations that may have requested S1 to speak. Considerations should also include whether S1 has declined other similar invitations from other similar entities without a distinguishing rationale.

Given the content and host, it appears reasonable that this is an appropriate forum for S1 to provide an official speech. If the above determination was made and it was determined to be the most appropriate forum for S1’s dissemination of relevant DHS priorities, S1 may participate so long as she does:
• Not disclose unauthorized nonpublic information
• Not endorse or sanction the activities of the host, their members, activities or services
• Is able and willing to provide the same support to other entities that request her engagement
• Not make specific promises related to future business with any attendee or the host, or otherwise discuss any specific case or controversies any of the parties may have with DHS

Please note however that [b]___ is a registered lobbying organization. As such, S1 may not accept gifts from this organization. She may however accept free attendance to the conference on the day she speaks. This would include waiver of all or part of the fee for the day of her presentation, the provision of food, refreshments, entertainment, instruction or materials furnished to all attendees as an integral part of the event. Further, S1 may also accept an item of little intrinsic value intended for presentation only as thanks for giving the speech. These are not considered gifts to her but
customary for an invited speaker.

I recommend that the Q&A receive OGC review in advance of the engagement.

I recommend that the Q&A receive OGC review in advance of the engagement.

11:45 AM - 12:15 PM
Lunch

12:15 PM - 4:00 PM
HOLD

12:40 PM - 12:55 PM
Call to - 51 from limo
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:

Attendees:
Secretary

Call Number:
will connect)

Scheduling Contact:
February 22, 2019 Continued

Tony Barker
Kristen Marquardt
RDML Jones, MIL
Jim McDonnell, CWMD

External attendees:
GEN O'Shaughnessy

Scheduling Contact:

Objective:
In-person meeting with Gen. O'Shaughnessy, NORTHCOM (replaces the February SVTC)

Briefing Materials:
Briefing memo, talking points
February 22, 2019 Continued

Friday

3:30 PM - 3:50 PM

S1 Conference Call -- Dial in[6]/Access Code[6]

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:

S1

Front Office Lead:

COS

Attendees:

Secretary

Acting Deputy Secretary

Miles Taylor

Kevin McAleenan

Call Number:

Dial in[6]


Notes:

Call to discuss border numbers

5:30 PM - 6:00 PM

Catch and Release Legislation -- RRB Commissioner's Large Conference Room (Room 4.4A)

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:

S1
February 22, 2019 Continued
Friday

Miles Taylor
Brandon Wales
Eliza Thurston
Aaron Chang (via phone)
questions of governors and contribute to the conversation.

**Briefing Materials:**

Briefing memo

10:45 AM - 11:00 AM  
Travel to RRB

11:30 AM - 12:00 PM  
Meeting with Gov. Abbott, TX -- RRB Commissioner's Small Conference Room (4.4A)

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [Redacted]

**Requester:**

S1

**Front Office Lead:**

Tony / John

**Staff SME:**

Alaina Clark

**DHS Protocol Lead:**

[Redacted]

**DHS Attendees:**

Secretary

Miles Taylor
February 25, 2019 Continued
Monday

Tony Barker
John Hill, OPE

External Attendees:
Governor Abbott

External Scheduling / Protocol Contact:

Objective:
Meeting with Governor Abbott

Briefing Materials:
Briefing memo

12:00 PM - 1:00 PM
Lunch

1:00 PM - 1:30 PM
Meeting with Governor Newsom, CA -- RRB Commissioner's Small Conference Room (4.4A)
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
S1

Front Office Lead:
Tony / John

DHS SME:
February 25, 2019 Continued

Monday

Alaina Clark

DHS Protocol Lead:
TBD

Attendees:
Secretary
Miles Taylor
Tony Barker
John Hill

External attendees:
Governor Newsom

External Scheduling / Protocol Contact:
Scheduler

Notes:
Meeting with Gov. Gavin Newsom

Briefing Materials:
Briefing memo

2:30 PM - 3:00 PM

Remarks Check-in -- RRB Secretary's Office / Dial in [b](6) / Access Code: [b](6)
DO NOT FORWARD OR COPY THIS INVITATION

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

Requester:
S1

Attendees:
Secretary
Miles Taylor
Brandon Wales (via phone)
Tyler Houlton

Conference line:
Dial (631) 604-7370
Access Code: 167

Objective:
Touch base on S1's remarks for the California trip and discuss the State of the Homeland Security Address

Briefing Materials:
CA trip remarks

Call to Senator Collins (unclassified) -- S1 from plane

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
S1

Front Office Lead:
John / Tony

DHS SME:
Meghann Peterlin
February 25, 2019 Continued
Monday

Attendees:
Secretary
Miles Taylor

Call Number:
(Staff will connect)

Scheduling Contact:
Director of Scheduling
Office of Senator Susan Collins

Notes:
Call with Senator Collins regarding S1’s recent Northern Triangle trip and to discuss the border crisis, 3:10pm EST.

Briefing Materials:
TBD

5:55 PM - 6:15 PM
Travel to DCA

6:30 PM - 12:00 AM
Wheels Up: Napa, CA
February 26, 2019
Tuesday

12:00 AM - 12:30 AM
Wheels Up: Napa, CA
Please See Above

9:30 AM - 10:00 AM
Secretary's Daily Brief (SDB) *AS2 Chairing* -- NAC Building 5 SCIF
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [b]([b]

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

Objective:
Secretary's Daily Brief

10:00 AM - 10:45 AM
Operational SVTC *AS2 Chairing* -- NAC Building 5 SCIF / Components via SVTC
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [b]([b]

Attendees:
Acting Deputy Secretary
Miles Taylor
Kate Nichols
Brandon Wales
John Goutanis
Tony Barker
Kristen Marquardt
Bryan Ware
Jason Ogden
Christopher Tomney
Chip Fulghum, MGMT
Frank DiFalco, OPS
Randolph Alles, USSS
Ron Vitiello, ICE
ADM Schultz, USCG
Kevin McAleenan, CBP
Dan Kaniewski on behalf of Pete Gaynor, FEMA
David Pekoske, TSA
Tracy Renaud on behalf of Francis Cissna, USCIS
Chris Krebs, CISA
Tyler Houlton on behalf of Jonathan Hoffman, OPA
Christine Ciccone, OLA

DHS-001-00912-00270101/12/2021
February 26, 2019 Continued
Tuesday

Dave Glawe, I&A
Chad Wolf, Policy
Bill Bryan, S&T
John Mitnick, OGC
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 or 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.

10:25 AM - 11:15 PM
Official Travel: Napa Valley, CA

7:30 PM - 7:45 PM
Call to -- S1 on travel
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
Sec Ridge
Attendees:
Secretary

Call Number:

b(6) (Secretary Ridge's cell) b(6) (University Club mainline)

Scheduling Contact:

b(6)
OFFICE OF b(6)

Suite 510
Washington, D.C. 20036

b(6)
Cell b(6)

Notes:
Call with 4:30pm PST / 7:30pm EST

Briefing Materials:
No
February 27, 2019
Wednesday

8:45 AM - 9:15 AM
Secretary's Daily Brief (SDB) *AS2 Chairing* -- NAC Building 5 SCIF
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

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

Objective:
Secretary's Daily Brief

11:00 AM - 4:05 PM
Official Travel: Napa Valley & San Francisco, CA

4:20 PM - 8:40 PM
Wheels Up: Washington

5:00 PM - 5:15 PM
Call to Chairman Dunford (unclassified) -- S1 from plane
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
S1

Attendees:
Secretary
Miles Taylor

Call Number:
\text{(b)(6) will facilitate)
February 27, 2019 Continued
Wednesday

Scheduling Contact:
(b)(6)

Notes:
Call with Chairman Dunford re: his recent border trip
5:00pm EST

Briefing Materials:
No

5:20 PM - 5:35 PM
Call to A/SECDEN Shanahan -- S1 from plane
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact (b)(6)

Requester:
S1

Attendees:
Secretary
Miles Taylor

Call Number:
(b)(5) (b)(6) [will facilitate]
February 27, 2019 Continued

Wednesday

Scheduling Contact:
(b)(6)

Notes:
Call to A/SECDEF re: his recent border trip
5:20pm EST

Briefing Materials:
No

5:45 PM - 6:15 PM
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [6]

Requester:
S1

Front Office Lead:
John Gountanis
DHS SME:
Mike Huston

Attendees:
Secretary
Miles Taylor
Brandon Wales
John Gountanis
Chad Wolf, Policy
James McCament, Policy
Kevin McAleenan, CBP

Call Number:
Dial in: (6)
Access Code: (5)

Objective:
Prep for S1’s meeting with Olga Sanchez; 5:45pm EST.

Briefing Materials:
Briefing memo
February 28, 2019
Thursday

10:00 AM - 10:30 AM
Travel to Capitol Hill

10:15 AM - 10:25 AM
Call to Senator Lankford -- S1 from limo

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
Senator Lankford

Attendees:
Secretary

Call Number:
(b)(6) (Sen. Lankford’s cell)

Scheduling Contact:
(b)(6)
Scheduler
Senator James Lankford (R-OK)
316 Hart Senate Building
Washington, DC 20510

Notes:
Senator Lankford would like to connect with Secretary Nielsen over phone call pertaining to ICE Director Nominee Vitiello. Can you let me know if there is a time for this call today?
February 28, 2019 Continued
Thursday

10:30 AM - 11:00 AM  
Meeting with Chairman Bennie Thompson -- 2466 Rayburn House Office Building

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
S1

Front Office Lead:
Christine Ciccone

DHS SME:
Uyen Dinh

DHS Advance Lead:

Attendees:
Secretary
Miles Taylor
Christine Ciccone

Location:
2466 Rayburn House Office Building

Scheduling / Advance Contact:
Scheduler
Congressman Bennie G. Thompson (MS-02)
2466 Rayburn House Office Building

Objective:
Meeting with Chairman Bennie Thompson in advance of the March 6 hearing

Briefing Materials:
Briefing memo

11:10 AM - 11:25 AM
Travel to Hart Senate Building

11:30 AM - 12:00 PM
Meeting with Senator Gary Peters - 724 Hart Office Building

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

Requester:
S1

Front Office Lead:
Christine Ciccone

Staff SME:
David Wommenberg
February 28, 2019 Continued
Thursday

DHS Advance Lead:

Attendees:
Secretary
Miles Taylor
Christine Ciccone, OLA

Location:
724 Hart Office Building

External Scheduling / Advance Contact:

Director of Scheduling
Senator Gary C. Peters

Notes:
Introductory / courtesy meeting with Ranking Member Senator Gary Peters.

Briefing Materials:
Briefing memo
February 28, 2019 Continued
Thursday

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

12:15 PM - 1:00 PM  Lunch

1:00 PM - 1:30 PM  Meeting with Fraternal Order of Police Leadership -- RRB Commissioner's Small Conference Room (4.4A)

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [redacted]

Requester:
FOP

Front Office Lead:
[redacted]

Staff SME:
Brian Dorow

Protocol Lead:
[redacted]

Attendees:
Secretary
Miles Taylor
[redacted]
John Hill

External Attendees:
February 28, 2019 Continued
Thursday

Scheduling Contact:

Objective:
Meeting with Fraternal Order of Policy (FOP) leadership

Briefing Materials:
Briefing memo, talking points

1:30 PM - 2:00 PM
Prep: HSAC Call

2:00 PM - 2:30 PM
HSAC Call -- RRB Secretary's Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [redacted]

Requester:
OPE / HSAC

Front Office Lead:
COS

DHS SME:
Matt Hayden

Attendees:
Secretary
Miles Taylor
Matt Hayden

Call Number:
[DHS leadership and HSAC members only]
February 28, 2019 Continued
Thursday

Notes:
We have researched a make-up date/time for the HSAC meeting by phone that we had to pull down due to the partial government shutdown. February 28, 2019 from 2-4 PM. S1 will plan to join for approximately 30 minutes.

AGENDA

1:50 pm Administrative Session
Matt Hayden, Executive Director, Homeland Security Advisory Council

2:00 pm Welcome and Opening Remarks
Matt Hayden, Executive Director, Homeland Security Advisory Council

2:05 pm Welcome Remarks
Secretary Kirstjen M. Nielsen

2:20 pm CBP Families and Children Care Panel Subcommittee
Progress Report

2:35 pm HSAC Member Q&A

2:45 pm Countering Foreign Influence Subcommittee
Progress Report

3:00 pm HSAC Member Q&A

3:10 pm Emerging Technologies Subcommittee Progress Report

3:25 pm HSAC Member Q&A

3:35 pm State, Local, Tribal, and Territorial Cybersecurity Subcommittee Progress Report

3:45 pm HSAC Member Q&A

3:55 pm Closing Remarks

Briefing Materials:
2:30 PM - 3:00 PM
Office Time

3:00 PM - 3:30 PM
Personnel Meeting -- RRB Secretary's Office

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [Phone]

Requester:
S1

Attendees:
Secretary
Miles Taylor

3:45 PM - 4:15 PM
Travel WISER Brief -- RRB Secretary's Conference Room

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [Phone]

Requester:
S1

Front Office Lead:
Kristen Marquardt

DHS SME:
Elizabeth Neumann

Attendees:
Secretary
Miles Taylor
Brandon Wales
Kristen Marquardt
Chad Wolf, Policy
Elizabeth Neumann, Policy
Mike Scardaville, Policy

Objective:
February 28, 2019 Continued
Thursday

4:30 PM - 5:30 PM

Meeting w/ Secretary Olga Sanchez, MX -- RRB Commissioner's Large Conference Room

DO NOT FORWARD OR COPY THIS INVITATION

To provide S1 with a brief on Travel WISER

Briefing Materials:
Briefing memo

If there are any questions, please contact

Requester:
Embassy of MX

Front Office Lead:
John

DHS SME:
Mike Huston

DHS Protocol Lead:

Attendees:
Secretary
Miles Taylor
John Gountanis
Chad Wolf, Policy
James McCament, Policy
Kevin McAleenan or surrogate, CBP
February 28, 2019 Continued
Thursday

Ron Vitiello or surrogate, ICE

External Attendees:

Mexican Ministry of Governance:
Ms. Olga Sánchez Cordero, Secretary
Mr. Jorge Alcocer, Chief Advisor to the Secretary
Mr. Tonatiuh Guillén, Commissioner of the National Immigration Institute
Mr. David León, Coordinator of the National Emergency Management Agency
Ms. Regina Gandara, Advisor to the Secretary

Mexican Ministry of Foreign Affairs
Amb. Martha Bárcena, Ambassador of Mexico to the US
Mr. Alejandro Celorio, Deputy Legal Counsel
Mr. Francisco Anza, Head of Migration and Hispanic Affairs, Embassy of Mexico
Ms. Carolina Ayala, Head of Border Security Affairs, Embassy of Mexico

External Scheduling / Protocol Contact:

TBD

Notes:

Meeting with Secretary Olga Sanchez, MX

Briefing Materials:
Briefing memo

6:15 PM - 6:30 PM
Travel to

6:30 PM - 8:00 PM
Dinner w/ Secretary Olga Sanchez, MX

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
S1

Front Office Lead:
COS

DHS Advance Lead:

Attendees:
Secretary
Miles Taylor

Location:
February 28, 2019 Continued

Thursday

Scheduling / Advance Contact:

Please coordinate via Front Office

Objective:

Dinner meeting with Secretary Olga Sanchez, MX

Briefing Materials:

No
March 1, 2019

All Day
FYI - RRB SCIF temporarily unavailable
FYI...On 1 March 1000 - 1600 hrs our 7.3C conference room will be blocked for maintenance. Our other 7.4A conference room will be available if needed. If you will need the room during this time let me know the day prior so we can reschedule the contractor. Thanks.

V/R

Elvin L. Pearson (EP)
Deputy Director, Security
U.S. Customs and Border Protection
Office of Intelligence (OI)

8:30 AM - 9:20 AM
Travel to NAC

10:00 AM - 10:30 AM
Office Time -- NAC Secretary's Office

10:30 AM - 11:15 AM
DHS 16th Anniversary Celebration -- NAC Chapel
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
S1

Front Office Lead:
Kate Nichols

DHS SME:
Attendees:

Secretary
Acting Deputy Secretary
Miles Taylor
Sam Kaplan
Brandon Wales
Kate Nichols
Tony Barker
John Gountanis
Kristen Marquardt
Kevin McAleenan, CBP
Pete Gaynor, FEMA
Ron Vitiello, ICE
Dave Pekoske, TSA
Tracy Renaud on behalf of Francis Cissna, USCIS
ADM Ray on behalf of ADM Schultz, USCG
Susan Yarwood on behalf of Randolph Alles, USSS
Chris Krebs, CISA
Christine Ciccone, OLA
Jonathan Hoffman, OPA
John Mitnick, OGC
Brian Murphy on behalf of Dave Glawe, I&A
Chip Fulghum, MGMT
March 1, 2019 Continued

Friday

Stacy Marcott, OCFO
Bill Bryan, S&T
Chad Wolf, Policy
John Hill, OPE
Tom Walters, FLETC
Frank DiFalco, OPS
James McDonnell, CWMD
Cameron Quinn, CRCL

(b)(6) Privacy

Julie Kirchner, CIS OMB
RDML Jones, Military Advisor
Christina Bobb, Executive Secretary

This invitation is being extended to all senior leadership and DHS employees located within the NCR; those not listed will be invited separately.

Objective:

Please join Secretary Nielsen in celebrating the 16th Anniversary of the Department of Homeland Security at 10:30am on Friday, March 1. A light reception will immediately follow the address.

For those coming from outside the NAC, please plan to arrive no later than 10:15am to allow enough time to clear security and walk to the Chapel.

Briefing Materials:
Remarks
March 1, 2019 Continued
Friday

11:15 AM - 11:45 AM

Classified Discussion re: Disconnected Internet -- NAC Building 5 SCIF

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
S1

Front Office Lead:
Jason Ogden

DHS SME:
Chris Krebs

Attendees:
Secretary
Brandon Wales
Miles Taylor
Jason Ogden
Bryan Ware
Chris Krebs

Objective:
Classified meeting re: disconnected internet

Briefing Materials:
No
March 1, 2019 Continued
Friday

12:00 PM - 12:30 PM
Travel to White House

12:10 PM - 12:20 PM
Call to Senator Cramer -- S1 from limo

DO NOT FORWARD OR COPY THIS INVITATION

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

Requester:
Sen. Cramer

Front Office Lead:
Christine Ciccone

DHS SME:
David Wonnenberg

Attendees:
Secretary
Miles Taylor
Christine Ciccone

Call Number:
[phone number] (Senator's cell)

Scheduling Contact:
[phone number]
March 1, 2019 Continued
Friday

Scheduling Contact:
Office of American Innovation

Notes:
12:30pm lunch with

1:30 PM - 1:50 PM
Meeting with

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

Requester:

Front Office Lead:
COS

DHS Attendees:
Secretary
Miles Taylor

External Scheduling / Protocol Contact:

Location:

Objective:
was hoping the Secretary might be available sometime next week to meet. Would she happen to have any availability? Topic is legal issues and
March 1, 2019 Continued

Friday

follow up from the February 21 huddle.

**Briefing Materials:**
No

1:50 PM - 2:05 PM
Travel to RRB

2:30 PM - 3:15 PM
Hearing Prep: Cyber, CT & Resilience -- RRB Commissioner’s 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:**
Christine Ciccone

**DHS SME:**
Uyen Dinh

**Attendees:**
Secretary
Miles Taylor
Brandon Wales
Sam Kaplan
Kristen Marquardt
Jason Ogden
Christine Ciccone, OLA
March 1, 2019 Continued

Friday

Uyen Dinh, OLA
Sharon Eshelman, OLA
Jonathan Hoffman or Tyler Houlton, OPA
Chris Krebs or surrogate, CISA or
Pete Gaynor or surrogate, FEMA
Chad Wolf, Policy
Bryan Ware, Policy
Brian Murphy on behalf of David Glawe, I&A
Chip Fulghum or surrogate, MGMT

Objective:

To provide S1 with a cyber / CT / foreign influence prep session in advance of the House Homeland hearing

Briefing Materials:

Briefing memo

3:30 PM - 4:30 PM

Hearing Prep: Borders & Immigration -- RRB Commissioner’s Large Conference Room (Room 4.4A)

*Due to Outlook issues you may be receiving this invite twice – this is the current version.*

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
March 1, 2019 Continued

Front Office Lead:
Christine Ciccone

DHS SME:
Uyen Dinh

Attendees:
Secretary
Acting Deputy Secretary
Brandon Wales
Miles Taylor
Tony Barker
John Gountanis

on behalf of Kevin McAleenan, CBP
Ron Vitiello or surrogate, ICE
Kathy Nuebel Kovarik on behalf of Francis Cissna, USCIS
Jonathan Hoffman, OPA
Christine Ciccone, OLA
Uyen Dinh, OLA
John Mitnick, OGC
George Fishman, OGC
Chad Wolf, Policy
Objective:

To provide S1 with an overview of borders & immigration in advance of the House Homeland hearing. Note that a separate prep will cover zero tolerance policy.

Briefing Materials:

Hearing book

4:30 PM - 5:00 PM

Small Group Prep - RRB Secretary's Office

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [ underscores removed for privacy ]

Requester:

S1

Attendees:

Secretary

Miles Taylor

John Mitnick

Jonathan Hoffman

Objective:

Small group hearing prep
Briefing Materials:

None
March 2, 2019
Saturday

All Day

5:45 PM - 6:05 PM
Travel to Renaissance Hotel

6:00 PM - 10:30 PM
Gridiron Dinner -- Renaissance Washington, DC Hotel, 999 9th St, NW
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [Type]

Lead Advance:
Will

Attendees:
Secretary

Location:
Marriott Washington Renaissance
Grand Ballroom
999 Ninth Street NW

Advance contact:
exec. sec.
The Gridiron Club & Foundation

E-Mail:

Scheduling Contact:
Jake Tapper
I am writing to invite you to be my guest at the 134th anniversary Gridiron Club and Foundation Dinner on Saturday night, March 2, 2019. The dinner will begin promptly at 7:00 p.m., with cocktails starting at 5:30 p.m.

It is always an interesting and enjoyable experience. As you may know, the Gridiron Club is regarded, at least by its members, as Washington’s most prestigious journalistic organization. It is composed of 65 Washington-based reporters and columnists from print, broadcast and online news organizations and has existed since 1885 for the purpose of sponsoring this dinner, featuring skits spoofing the political scene, including the press. As a 501 (c) (3) organization, its profits support a number of journalism scholarship programs and organizations. The dinner is not a fundraiser, however.

If you can attend, you’ll be seated at the Head Table with fellow Cabinet members and other top officials. Secretary Nielsen will be seated between [insert name] and The Secretary of the Air Force, Heather Wilson.

Attire:
Dress is white tie for men, and long dresses for women.
March 2, 2019 Continued
Saturday

Agenda, bios

Ethics:
Pending 2/25
March 3, 2019
Sunday

All Day                      Mil Assistant: [___] [___]          Please See Above
March 4, 2019
Monday

All Day

8:00 AM - 8:50 AM
Travel to NAC

9:00 AM - 9:30 AM
Secretary's Staff Meeting -- NAC 5107 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
Miles Taylor
Brandon Wales
Sam Kaplan
Kate Nichols
John Gountanis
Tony Barker
Kristen Marquardt
Jason Ogden
Chip Fulghum, MGMT
John Hill, OPE
Jonathan Hoffman or Tyler Houlton, OPA
Christine Ciccone, OLA
John Mitnick, OGC
Chad Wolf, Policy
Christina Bobb, ESEC
March 4, 2019 Continued
Monday

[b][b]SAG

Eliza Thurston

Call Number:
Dial in: [b][b]
Access Code: [b][b]

9:30 AM - 10:00 AM
Secretary's Daily Brief (SOB) -- NAC Secretary's Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [b][b]

Attendees:
Secretary
Acting Deputy Secretary
Miles Taylor
Brandon Wales
Sam Kaplan
Kristen Marquardt
Jason Ogden
David Glawe, I&A
PDB briefer
SDB briefer
SDB director

Objective:
March 4, 2019 Continued

Monday

Secretary’s Daily Brief

10:00 AM - 10:30 AM

Office Time

10:30 AM - 11:00 AM

Meeting with Annie Kami, NYT -- NAC Secretary’s Office

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [contacts]

Requester:

NYT

Front Office Lead:

Jonathan Hoffman

DHS SME:

Tyler Houlton

Attendees:

Secretary

Miles Taylor

Jonathan Hoffman

Objective:

OTR meeting with NYT reporter Annie Karni
Briefing Materials:
Bio (coordinate with OPA)

11:15 AM - 11:45 AM
Prep: Senate Policy Luncheon -- NAC 5107 Conference Room
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [redacted]

Requester:
S1

Front Office Lead:
Christine Ciccone

Staff SME:
David Wonnenberg

Attendees:
Secretary
Acting Deputy Secretary
Miles Taylor
Brandon Wales
Tony Barker
John Gountanis
Chad Wolf
Christine Ciccone
Jonathan Hoffman
Objective:
Prep in advance of S1’s Senate Policy Luncheon

Briefing Materials:
Talking points, briefing memo

11:45 AM - 12:30 PM
Lunch

12:30 PM - 1:00 PM
PC Prep: Venezuela -- NAC Building 5 SCIF
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact ______

Requester:
S1

Front Office Lead:
Kristen

DHS SME:
Dimple Shah

Attendees:
Secretary
Miles Taylor
Kristen Marquardt
Brian Murphy on behalf of Dave Glawe, I&A
March 4, 2019 Continued

Monday

Dimple Shah, Policy
David Cloe, Policy
George Fishman, OGC

Objective:
To prep S1 for the Venezuela PC

Briefing Materials:
Read ahead

1:00 PM - 1:30 PM
Personnel Meeting (via SVTO) -- NAC Building 5 SCIF
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
S1

Attendees:
Secretary
Miles Taylor

1:30 PM - 2:50 PM
Hearing Read Time -- NAC Secretary's Office

2:50 PM - 3:00 PM
Huddle with John Mitnick -- NAC Secretary's Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact
March 4, 2019 Continued

Monday

3:00 PM - 3:30 PM

Requester:
S1

Attendees:
Secretary
Miles Taylor
John Mitnick

Objective:
Huddle with John Mitnick

Briefing Materials:
No

Small Group Hearing Prep -- NAC 5107 Conference Room

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [redacted]

Requester:
S1

Front Office Lead:
Christine Ciccone

DHS SME:
March 4, 2019 Continued

Monday

Uyen Dinh

Attendees:
Secretary
Miles Taylor
DCOS
Christine Ciccone, OLA +2
John Mitnick, OGC
Jonathan Hoffman, OPA
Ron Vitiello, ICE
Kevin McAleenan, CBP (via phone)

Call Number:
Dial in: ___(6)___
Access Code: ___(6)___

Objective:
Small group hearing prep session

Briefing Materials:
Front office will coordinate as needed

3:30 PM - 5:00 PM
Small Group Hearing Prep II -- NAC S107 Conference Room
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact ___(6)___
Requester:
S1

Front Office Lead:
Christine Ciccone

DHS SME:
Uyen Dinh

Attendees:
Secretary
Miles Taylor
DCOS
Christine Ciccone, OLA +2
John Mitnick, OGC
Jonathan Hoffman, OPA

Objective:
Part II small group hearing prep session

Briefing Materials:
Front office will coordinate
March 4, 2019 Continued
Monday

5:00 PM - 8:00 PM  Hearing Prep

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

Requester:

Attendees:
Secretary

Call Number:
(b)(6)

Scheduling Contact:
(b)(6)
OFFICE OF
Suite 510
Washington, D.C. 20036

Notes:
March 4, 2019 Continued
Monday

Call with}

Briefing Materials:
No
March 5, 2019 Continued
Tuesday

Kate Nichols
John Gountanis
Tony Barker
Kristen Marguardt

Jason Ogden
Christopher Tomney
Chip Fulghum, MGMT
Frank DiFalco, OPS
Randolph Alles, USSS
Ron Vitiello, ICE
ADM Schultz, USCG (no representation 3/5)
Kevin McAleenan, CBP
Pete Gaynor, FEMA
Ha McNeill on behalf of David Pekoske, TSA
Francis Cisnna, USCIS
Chris Krebs, CISA
Tyler Houlton on behalf of Jonathan Hoffman, OPA
Christine Ciccone, OLA
Brian Murphy on behalf of Dave Glawe, I&A
Chad Wolf, Policy
Bill Bryan, S&T
John Mitnick, OGC
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 ?
March 5, 2019 Continued
Tuesday

Briefing Materials:
Briefing memo

11:00 AM - 11:15 AM  Travel to RRB

11:15 AM - 12:20 PM  Lunch

12:20 PM - 12:35 PM  Travel to US Capitol

12:40 PM - 12:55 PM  Meeting w/ Leader McConnell - US Capitol, S230

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [redacted]

Requester:
Leader McConnell

Front Office Lead:
Christine Ciccone

Staff SME:
David Wonnenberg

DHS Advance Lead:
[l(b)(6)]

Attendees:
March 5, 2019 Continued

Tuesday

Secretary
Miles Taylor
Christine Ciccone

Location:
US Capitol
S230

External Scheduling / Advance Contact:

Notes:
Brief huddle with Leader McConnell prior to the Republican Policy Luncheon

Briefing Materials:
Talking points

12:55 PM - 1:30 PM  Senate Republican Policy Luncheon -- US Capitol, Mansfield Room (S207)
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
Leader McConnell
March 5, 2019 Continued
Tuesday

Front Office Lead:
Christine Ciccone

Staff SME:
David Wonnenberg

DHS Advance Lead:

Attendees:
Secretary
Miles Taylor
Christine Ciccone

Location:
Mansfield Room
S207

External Scheduling / Advance Contact:

Notes:
March 5, 2019 Continued
Tuesday

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

4:00 PM - 5:00 PM
Hearing Prep: Member Intel -- RRB Commissioner's 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:
Christine Ciccone

DHS SME:
Uyen Dinh

Attendees:
Secretary
Miles Taylor
Brandon Wales
Sam Kaplan
Kristen Marquardt
Tony Barker
John Gountanis

Christine Ciccone, OLA
Uyen Dinh, OLA
March 5, 2019 Continued

Tuesday

Sharon Eshelman, OLA

Jonathan Hoffman or Tyler Houlton, OPA

SAG

Objective:

Final member intel prep prior to S1's hearing

Briefing Materials:

Hearing book
March 6, 2019
Wednesday

All Day

MIL Assistant

Please See Above.

8:00 AM - 8:30 AM

Travel to RRB

8:30 AM - 9:15 AM

HOLD

8:45 AM - 9:15 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

Attendees:
Acting Deputy Secretary
Miles Taylor
Brandon Wales
Sam Kaplan
Kristen Marquardt
Jason Ogden
David Glawe, I&A
PDB briefer
SDB briefer
SDB director

Objective:
Secretary's Daily Brief

9:15 AM - 9:30 AM

Travel to Cannon House Office Building

9:30 AM - 10:00 AM

Meet & Greets with Majority & Minority Members - 308-A Cannon House Office Building
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
S1

Front Office Lead:
Christine Ciccone
March 6, 2019 Continued

Wednesday

Staff SME:
Uyen Dinh

DHS Advance Lead:

Attendees:
Secretary
Miles Taylor
Christine Ciccone
Jonathan Hoffman

Location:
308-A Cannon House Office Building

External Scheduling / Advance Contact:

Notes:
9:30 – 9:40 am
Meet & greet with Minority Members

9:40 – 9:50 am
Meet & greet with Majority/Democratic in anteroom next door
March 6, 2019 Continued

Wednesday

10:00 AM - 12:30 PM

House Homeland Security Committee Hearing -- 310 Cannon House Office Building

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [redacted]

Requester:

House Homeland

Front Office Lead:

Christine Ciccone

Staff SME:

Uyen Dinh

DHS Advance Lead:

[b](b)(5)

Attendees:

Secretary

Miles Taylor

Christine Ciccone

Jonathan Hoffman

Location:

310 Cannon House Office Building

External Scheduling / Advance Contact:
March 6, 2019 Continued

Wednesday

TBD

Notes:

10:00am House Homeland Security Committee Hearing

Briefing Materials:

Hearing book

12:30 PM - 12:45 PM

Travel to RRB

12:45 PM - 1:30 PM

Lunch

1:45 PM - 2:15 PM

Designation Briefing - RRB 7th Floor SCIF

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:

S1

Front Office Lead:

Kristen M

Staff SME:

Elizabeth Neumann

Attendees:
March 6, 2019 Continued

Secretary
Acting Deputy Secretary
Miles Taylor
Kristen Marquardt
OGC
George Fishman, OGC
Chad Wolf, Policy
Elizabeth Neumann, Policy
Tom Warrick, Policy
Kevin McAleenan or surrogate, CBP
Ron Vitiello or surrogate, ICE
Francis Cissna, USCIS
Matt Travis on behalf of Chris Krebs, CISA
ADM Ray on behalf of ADM Schultz, USCG
Jonathan Hoffman, OPA
Christine Ciccone, OLA
Hannah Hummelberg

Objective:
To review FTO designation implementation impact for DHS

Briefing Materials:
Briefing memo
March 6, 2019 Continued
Wednesday

2:30 PM - 3:00 PM

USCIS International Footprint Discussion -- RRB Commissioner’s Small Conference Room (4.4A)

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [Redacted]

Requester:
S1

Front Office Lead:
John Gountanis

DHS SME:
Francis Cissna

Attendees:
Secretary
Miles Taylor
Brandon Wales
John Gountanis
Francis Cissna, USCIS
Tracy Renaud, USCIS
Jonathan Hoffman, OPA
Chad Wolf, Policy
Chip Fulghum, MGMT

Objective:
USCIS international footprint
March 6, 2019 Continued
Wednesday

3:45 PM - 4:15 PM Review SOHSA Remarks -- 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

Staff SME:

[redacted]

Attendees:
Secretary
Miles Taylor
Brandon Wales
Jonathan Hoffman

[redacted]

Objective:

To get S1’s feedback on the structure of her State of Homeland Security Address (SOHSA)

Briefing Materials:

TBD
March 7, 2019 Continued
Thursday

DHS SME:
Matt Hayden

DHS Advance Lead:

Attendees:
Secretary
Miles Taylor or Brandon Wales
Kristen Marquardt
Chad Wolf, Policy

Location:
A4A Offices
1275 Pennsylvania Ave NW

Scheduling / Advance Contact:

Objective:
This meeting with the Airlines for America Board of Directors would be located at the A4A offices a block from RRB.

Information:
March 7, 2019 Continued
Thursday

- **Location**: Boardroom (13th floor), Airlines for America (1275 Pennsylvania Avenue NW, Suite 1300, Washington, D.C. 20004)
- **Hold**: President & CEO’s Office (13th floor)
- **Attendees**:
  - **DHS**:
    - The Secretary
    - Miles Taylor or Brandon Wales
    - Chad Wolf
    - Kristen Marquardt
  - **From the Airlines**:
    - See attached A4A Board of Directors Bios and Airline Plus One Bios
  - **From A4A**:
    - See attached A4A VP Bios
  - **Room Setup**: Conference table with backbench chairs (See attached A4A Room Layout)
  - **Greeters**:
    - Downstairs: Executive Office, A4A
    - Upstairs: 
  - **Press**: Closed

**Tick-Tock:**

10:55am  S1 arrives 1275 Penn, is greeted by and proceeds to A4A on Floor 13

11:00am  S1 arrives Boardroom and is greeted by

11:00-11:30am  A4A Board of Directors Meeting Roundtable
March 7, 2019 Continued
Thursday

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

Requester:
COS

Front Office Lead:
[b|(6)]

DHS SME:
Tyler

Attendees:
Secretary
Miles Taylor
Brandon Wales
Jonathan Hoffman
Tyler Houlton
Michael Bars
[b|(6)]

Conference Line:
Dial in: [b|(6)]
Access Code: [b|(6)]

Objective:
Brief huddle to update S1 on SOHSA surrogate plan / invite list

Briefing Materials:
No

Scheduling Meeting -- RRB Secretary's Office

DO NOT FORWARD OR COPY THIS INVITATION

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

Requester:
S1

Front Office Lead:
Eliza

Attendees:
Secretary
Miles Taylor
Brandon Wales
Eliza Thurston
Aaron Chang (via phone)

Call Number:
Dial in: [redacted]
Access Code: [redacted]
March 7, 2019 Continued
Thursday

Requester:
S1

Front Office Lead:
Brandon Wales

Staff SME:
James McCament

Attendees:
Secretary
Acting Deputy Secretary
Miles Taylor
Brandon Wales
Kate Nichols
John Gountanis
Tony Barker
Kristen Marquardt
Jason Ogden
Chad Wolf, Policy
James McCament, Policy
Dena Kozanas, Policy
Dimple Shah, Policy
Elizabeth Neumann, Policy
Objective:

Regular policy sync meeting / check-in with S1

Briefing Materials:

Briefing memo

5:45 PM - 6:00 PM  
Travel to Mission

5:45 PM - 5:55 PM  
Call to S1 from limo

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

Requester:

Attendees:
Secretary

Call Number:

Scheduling Contact:
The Foundation

Notes:
timing flexible within the 5:00pm hour.
March 7, 2019 Continued
Thursday

Briefing Materials:
No

6:00 PM - 6:30 PM

Farewell Event for Brock Long -- Mission, 221 Van Street SE
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact (6)6

Requester:
FEMA

DHS SME:

DHS Advance Lead:
Aaron

Attendees:
Secretary
Additional attendees invited separately

Location:
Mission (Navy Yard)
221 Van Street SE

Objective:
Please join us as we say farewell to FEMA Administrator Brock Long on Thursday, March 7th at 6:00PM at Mission Navy Yard.

Briefing Materials:
No
Robert Perez on behalf of Kevin McAleenan, CBP
Dan Kaniewski on behalf of Pete Gaynor, FEMA
Patty Cogswell on behalf of David Pekoske, TSA
Francis Cissna, USCIS
Chris Krebs, CISA
Tyler Houlton on behalf of Jonathan Hoffman, OPA
Christine Ciccone, OLA
Brian Murphy on behalf of David Glawe, I&A
James McCament on behalf of Chad Wolf, Policy
Kathryn Coulter on behalf of Bill Bryan, S&T
John Mitnick, OGC
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 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.
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>2:35 PM - 3:00 PM</td>
<td>Wheels Up: Fort Benning (Columbus), GA</td>
</tr>
<tr>
<td>3:30 PM - 5:05 PM</td>
<td>Wheels Up: Washington</td>
</tr>
<tr>
<td>5:30 PM - 5:50 PM</td>
<td>Call to Secretary Azar -- S1 from residence</td>
</tr>
</tbody>
</table>

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [Redacted]

**Requester:**
Sec Azar

**Attendees:**
Secretary

**Call Number:**
[b][c](b)[(c)][(b)]will connect)

**Scheduling Contact:**
[b][c] The Department of Health and Human Services

**Notes:**
Call w/ Secretary Azar re: process update
5:30pm EST
March 8, 2019 Continued

Friday

**Briefing Materials:**

No
<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>All Day</th>
<th>Mil Assistant</th>
<th>Please See Above</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 9, 2019</td>
<td>Saturday</td>
<td></td>
<td>(6)1(5)</td>
<td></td>
</tr>
</tbody>
</table>
March 10, 2019
Sunday

All Day  

MIL Assistant

Please See Above
March 11, 2019
Monday

All Day

8:15 AM - 9:05 AM
Travel to RRB

9:00 AM - 9:30 AM
Secretary's Staff Meeting -- RRB Secretary's Conference Room / Dial-in: \[\text{Access Code: \(\text{(b)(5)}\)}\]

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

Attendees:
Secretary
Acting Deputy Secretary
Miles Taylor
Brandon Wales
Sam Kaplan
Kate Nichols
John Goutanis
Tony Barker
Kristen Marquardt
Jason Ogden
Chip Fulghum, MGMT
John Hill, OPE
Jonathan Hoffman or Tyler Houlton, OPA
Sharon Eshelman on behalf of Christine Ciccone, OLA
John Mitnick, OGC
Chad Wolf, Policy
Christina Bobb, ESEC
Eliza Thurston

Call Number:
Dial in: \[\text{Access Code: \(\text{(b)(6)}\)}\]

9:30 AM - 10:00 AM
Secretary's Daily Brief (SDB) -- RRB 7th Floor SCIF

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

Attendees:
Secretary
Acting Deputy Secretary
March 11, 2019 Continued
Monday

Miles Taylor
Brandon Wales
Sam Kaplan
Kristen Marquardt
Jason Ogden
David Glawe, I&A
PDB briefer
SDB briefer
SDB director

Objective:
Secretary’s Daily Brief

10:00 AM - 10:30 AM
Office Time / Folders

10:30 AM - 10:45 AM
Comms Way Ahead -- RBB Secretary’s Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
S1

Front Office Lead:
COS

Staff SME:
March 11, 2019 Continued
Monday

Jonathan

Attendees:
Secretary
Miles Taylor
Jonathan Hoffman
Tyler Houlton

Objective:
Comms Way Ahead

Briefing Materials:
No

11:00 AM - 11:30 AM
SVTC w/ Gen. O'Shaughnessy, NORTHCOM -- RRB 7th Floor SCIF
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact RDML Jones

Requester:
S1

Front Office Lead:
RDML Jones

Staff SME:
RDML Jones
Attendees:

Secretary
Acting Deputy Secretary
Miles Taylor
Brandon Wales
Kristen Marquardt
Jason Ogden
RDML Jones, MIL
Chris Krebs, CISA
Elizabeth Neumann, Policy

Scheduling Contact:

Objective:

Monthly SVTC with Gen. O'Shaughnessy, NORTHCOM

Briefing Materials:

Briefing memo, talking points
March 11, 2019 Continued

Monday

2:15 PM - 2:45 PM
Office Time

2:45 PM - 3:30 PM
Meeting re: SHGP & UASI Reform -- RRB Commissioner's Large Conference Room (4.4A)

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [redacted]

Requester:
S1

Front Office Lead:
Jason Ogden

DHS SME:
Dan Kaniewski

Attendees:
Secretary
Miles Taylor
Brandon Wales
Jason Ogden
Pete Gaynor, FEMA
Dan Kaniewski, FEMA
Eric Heighberger, FEMA
Carlos Castillo, FEMA
Chris Logan, FEMA
Bryan Ware, Policy
Objective:
To present S1 with options for reforming SHGP and UASI to go beyond counterterrorism (expanding to cyber, counter-TCOs, etc.).

Briefing Materials:
Briefing memo

3:45 PM - 4:15 PM
Prep: Governor’s HSA Council Meeting roundtable -- RRB Secretary’s Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [XXX]

Requester:
S1

Front Office Lead:
Jason Ogden / Kristen Marquardt

DHS SME:
Alaina Clark

Attendees:
Secretary
Miles Taylor
John Hill, OPE
Alaina Clark, OPE
Objective:

To prep S1 for the Governor’s HSA Council Meeting roundtable

Briefing Materials:

Briefing memo

4:15 PM - 5:15 PM

Border Crisis Response -- RRB Commissioner’s Large Conference Room (4.4A)

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:

S1

Front Office Lead:

John / Tony

Staff SME:

Chris Tomney

Attendees:

Secretary
Acting Deputy Secretary
Miles Taylor
Brandon Wales
Sam Kaplan
John Gountanis
Objective:

*This meeting has been updated to include additional topics*

To provide S1 with an update on the response to the border crisis, including the following:

Agenda:

— Ninth Circuit Ruling on Asylum Seekers & Options
— Detention Space Constraints & Options
— New Ms L Ruling & Operational Response
— Crisis Communications
— Foreign Engagement
March 11, 2019 Continued
Monday

6:00 PM - 6:15 PM

Call to Secretary Azar -- RRB Secretary's Office

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [redacted]

Requester:
Sec Azar

Attendees:
Secretary

Call Number:
(work cell)
(back up)

Scheduling Contact:

The Department of Health and Human Services

Notes:
March 11, 2019 Continued

Monday

Call w/ Secretary Azar re: process update

6:00pm EST

Briefing Materials:

No

7:20 PM - 7:30 PM

Travel to Joe’s

7:30 PM - 9:00 PM

Whip Scalise Member Dinner (b)(6)

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

DHS SME:

Uyen Dinh

DHS Advance Lead:

(b)(6)

Attendees:

Secretary

Christine Ciccone

Location:

(b)(6)

Scheduling / Advance Contact:

Republican Whip Steve Scalise (LA-01)

Objective:
March 11, 2019 Continued

Scalise would like to have the Secretary join him for a dinner with other Members next month. We are looking at March 11 at 7:30pm. We will be in a private room at a restaurant downtown. Please let me know if you think this date/time would work for her schedule.

We will have approx. 15-18 members at the dinner. Sec. Nielsen can bring a staffer if she would like as well. For context with your team, we have done these dinners before with other Administration officials (Sec. Mattis, Ivanka Trump, etc). The discussion is off the record and fairly casual. The special guest usually shares an update on what they're focused on for the Administration, so the Members will probably want to hear an update on the border crisis, things along those lines.

1. Higgins
2. Katko
3. Lesko
4. [b](6)
5. McCaul
6. [b](6)
7. Newhouse
8. [b](6)
9. Palazzo
10. Rutherford
11. Rogers (AL)
12. Stauber
13. Taylor
14. Wagner
15. Walker
16. Walorski

**Briefing Materials:**
Bios, briefing memo

**Ethics:**
Pending 2/19 (tentative clearance)
March 12, 2019
Tuesday

All Day

Mil Assistant

Please See Above

9:00 AM - 9:50 AM
Travel to RRB

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

Attendees:
Acting Deputy Secretary
Miles Taylor
Brandon Wales
Sam Kaplan
Kristen Marquardt
Jason Ogden
David Glawe, I&A
PDB briefer
SDB briefer
SDB director

Objective:
Secretary's Daily Brief

10:00 AM - 10:45 AM
Operational SVTC -- RRB 7th Floor SCIF / Components via SVTC
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Attendees:
Secretary
Acting Deputy Secretary
March 12, 2019 Continued
Tuesday

Miles Taylor
Brandon Wales
Sam Kaplan
Kate Nichols
John Gountanis
Tony Barker
Kristen Marquardt

Miles Taylor
Brandon Wales
Sam Kaplan
Kate Nichols
John Gountanis
Tony Barker
Kristen Marquardt

Notes:
This SVTC is for the Principal, Deputy OR the third most senior person in
the department / component. No surrogates. DHS VVT\[b(6)\]
or\[b(6)\] 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.
March 12, 2019 Continued
Tuesday

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 Russell Senate Office Building

11:15 AM - 11:45 AM
Meeting with Senator Gardner -- 354 Russell Senate Office Building
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [6]

Requester:
S1

Front Office Lead:
Christine Ciccone

DHS SME:
David Wonnenberg

DHS Advance Lead:
[b6]

Attendees:
Secretary
Miles Taylor
March 12, 2019 Continued

Location:
354 Russell Senate Office Building

Scheduling / Advance Contact:

Objective:
Meeting with Senator Gardner

Briefing Materials:
Briefing memo

11:45 AM - 12:00 PM
Travel to USCG HQ

12:00 PM - 1:00 PM
Lunch / Hold Room -- USCG HQ, LL6-6M15-20
Location:
USCG HQ
LL6-6M15-20
(near the Ray Evans Conference Center)

Notes:
Hold room for lunch / prep

1:00 PM - 1:30 PM
Roundtable: Governor's HSA Council Meeting -- USCG HQ, Ray Evans Conference Center, Auditorium
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [b(6)]

Requester:
NGA
March 12, 2019 Continued
Tuesday

Front Office Lead:
Jason Ogden / Kristen Marquardt

DHS SME:
Alaina Clark

DHS Advance Lead:
[b](b) [b]

Attendees:
Secretary
Miles Taylor
John Hill

Location:
USCG HQ

Scheduling / Advance Contact:
[b](b) [b]
National Governors Association
[b](b) [b]

Objective:
The purpose of the Secretary's participation is to help prepare current and newly appointed Homeland Security Advisors (HSAs) for the emerging
threat landscape and examine developing policy issues relating to homeland security. GHSAC serves as a forum through which state HSAs can discuss priorities and share expertise to address current homeland security threats facing each state, and allow them to keep their governors well-informed about the current threat environment related to matters of homeland security. Almost 40% of the HSAs are new in 2019. Closed press.

Information:
- Location: USCG HQ Ray Evans Conference Center, Auditorium
- Hold: Hold room near the Ray Evans Conference Center - LL6-6M15-20
- Room Setup: Hollow square with table mics
- Greeters:
  - Arrival at USCG: A/S John Hill and Alaina Clark
  - After hold: GHSAC Chair
- Upon arrival, S1 will have around 45 minutes of hold time for remarks prep and lunch
- S1 will begin the session by shaking hands around the round table
- S1 will deliver 10-15 minutes of remarks, followed by round table questions and discussion
- Press: Closed (Official Photographer)

Tick-Tock:
12:00pm: S1 arrives at USCG HQ Ceremonial Entrance
12:05pm: Remarks prep and lunch
12:50pm: S1 walks to Ray Evans Conference Center
12:55pm: S1 is introduced by Kevin Klein, GHSAC Chair
1:00pm: S1 shakes hands around the round table
1:05pm: S1 delivers remarks
March 12, 2019 Continued
Tuesday

1:15pm: Round table questions and discussion

1:30pm: S1 departs USCG HQ

Briefing Materials:
Remarks, briefing memo

1:30 PM - 1:45 PM
Travel to RRB

2:00 PM - 2:30 PM
Access Code: [Redacted]
*Please see attachments*

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [Redacted]

Requester:
S1

Front Office Lead:
John

Attendees:
March 12, 2019 Continued
Tuesday

Secretary
Acting Deputy Secretary
Miles Taylor
John Gountanis
Matt Albence on behalf of Ron Vitiello, ICE
Chip Fulghum, MGMT
on behalf of John Mitnick, OGC
RADM Chris Tomney

Conference Call:
Dial in:
Access Code:

Objective:

Attachments

Briefing Materials:
no
March 12, 2019 Continued

Tuesd

2:30 PM - 3:00 PM

Prep: NT Senate Briefing -- RRB Commissioner's Large Conference Room

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
S1

Front Office Lead:
John G.

DHS SME:
Christine Ciccone

Attendees:
Secretary
Miles Taylor
Brandon Wales
John Gountanis
Chad Wolf, Policy
Jonathan Hoffman, OPA
Christine Ciccone, OLA
David Wonnenberg, OLA

Objective:
Prep in advance of S1’s briefing to the Senate re: Northern Triangle
March 12, 2019 Continued
Tuesday

Briefing Materials:
Briefing memo

3:15 PM - 4:00 PM
Terrorism Deep Dive -- RRB 7th Floor SCIF
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [Redacted]

Requester:
S1

Front Office Lead:
Kristen Marquardt

Attendees:
Secretary
Miles Taylor
Kristen Marquardt
Hannah Hummelberg

Objective:
To provide S1 with terrorism deep dive

Briefing Materials:
No
March 12, 2019 Continued
Tuesday

4:00 PM - 4:30 PM

Meeting with [b](6) [b](6) - RRB Commissioner's Small Conference Room

DO NOT FORWARD OR COPY THIS INVITATION

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

Requester:

[b](6)

Front Office Lead:

Jason Ogden

DHS SME:

TBD

DHS Protocol Lead:

[b](6)

Attendees:

Secretary

Miles Taylor

Chris Krebs, CISA or surrogate

External Attendees:

[b](6)
External Scheduling / Protocol Contact:

Edison International
555 12th Street NW, Suite 640
Washington, DC 20004

Notes:

Meeting with Edison International is a generator and distributor of electric power as well as a provider of energy services and technologies. Edison International is the parent company of Southern California Edison, one of the nation’s largest electric utilities.

Briefing Materials:

Briefing memo

Ethics:

Thanks for checking in. I am not aware of any personal ethics restrictions preventing S1 from meeting with Edison International. However, I am checking with litigation and procurement for any current high viz issues or cases.

Since Edison’s letter references Southern California Edison, I suspect he is hoping to discuss issues associated with the 2018 California wildfires (SCE admitted that its equipment failures may have sparked some of the wildfires) and/or CISA critical infrastructure issues. If there is an opportunity to clarify the particular agenda for discussion, that would be helpful. Also, identifying DHS interests in the meeting (critical...
March 12, 2019 Continued

infrastructure security for utilities, resiliency after disasters, etc.) would help. I assume that DHS components use the services of Edison International or its subsidiaries, as it is one of the largest utility companies in the US.

I would recommend you check with her counselors who address critical infrastructure, FEMA interests, or the like to see if there are particular DHS interests in meeting with Edison. NOTE: While S1 may meet with lobbyist, please note that Edison is a registered lobbying organization. Their most recent lobbying disclosure report shows, in pertinent part that it lobbied on:

- HR 3559 Cybersecurity and Infrastructure Security Agency Act of 2018
- HR 5240 Enhancing Grid Security through Public-Private Partnerships Act
- S 3677 Enhancing Grid Security through Public-Private Partnerships Act

And, the request comes from [Redacted] their registered lobbyist.

Without particular information about why this meeting might address current DHS priorities or why it might necessitate S1 engagement, the ethical consideration is a question of whether S1 has (or would) accept other similar such meeting requests from other utility companies. **Agreeing to this meeting means she must be able and willing to meet with other similar requestors, unless there is articulable basis for distinguishing treatment here.** This guards against any appearance of preferential treatment.

FYI: Neither OGC litigation or procurements came up with current high viz cases or controversies.
March 12, 2019 Continued

Tuesday

4:45 PM - 5:15 PM

Meeting with OPE Leadership -- RRB Commissioner's Large Conference Room

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [redacted]

Requester:
S1

Front Office Lead:
DCOS

DHS SME:
John Hill

Attendees:
Secretary
Miles Taylor
Brandon Wales
Sam Kaplan
John Hill
Alaina Clark
Matt Hayden (on travel / via phone)
Brian Dorow (on travel / via phone)
Karinda Washington
David Gersten
March 13, 2019 Continued
Wednesday

Alaina Clark

Attendees:
Secretary
Miles Taylor

Call Number:
(staff will facilitate)

Scheduling Contact:
Office of Governor Bill Richardson
216 Washington Ave.
Santa Fe, NM 87501

Notes:
Call with former NM Governor Bill Richardson

Briefing Materials:
Briefing memo

2:00 PM - 2:10 PM

Call to Senator Lankford -- S1 from limo
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

DHS-001-00912-00279601/12/2021
Requester:
Sen. Lankford

Attendees:
Secretary

Call Number:
(Senator's cell)

Scheduling Contact:
Scheduler
Senator James Lankford (OK)
316 Hart Senate Building
Washington, DC 20510

Notes:
Call with Senator Lankford re: ICE and Northern Triangle.

Briefing Materials:
No
March 13, 2019 Continued

Northern Triangle Briefing to Senate HSGAC -- 342 Senate Dirksen Office Building

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
HSGAC

Front Office Lead:
Christine Ciccone

Staff SME:
David Wonnenberg

DHS Advance Lead:

Attendees:
Secretary
Miles Taylor
Christine Ciccone

Location:
342 Senate Dirksen Office Building

External Scheduling / Advance Contact:
March 13, 2019 Continued
Wednesday

Notes:
S1 briefing to HSGAC members at 2:30 on the 13th for 45 mins re: Northern Triangle progress.

Briefing Materials:
Talking points, briefing memo

4:00 PM - 4:45 PM
Meeting with CWMD Senior Leader Cadre -- CWMD HQ

If there are any questions, please contact

Requester:
S1

Front Office Lead:
Kate Nichols

DHS SME:
Laura Wilson

DHS Advance Lead:
Savannah

Attendees:
Secretary
Acting Deputy Secretary
Miles Taylor
Brandon Wales
Sam Kaplan
Laura Wilson
Patrick Moore
Coann Glaze
Jon Greene
Chris Magrino
Scott Jansson
Brad McKinney
March 13, 2019 Continued

Wednesday

Candi Jones
Keith Sampson
Joel Rynes
Kalpesh Patel

Location:
CMWD HQ
4th Floor Conference Room

Objective:
Meeting with CWMD Senior Leader Cadre

Information:
- Location: CWMD HQ
- Hold: Hold room available, but no planned hold time.
- Room Setup: Conference table, no mics
- Greeters:
  - Upon arrival: Laura Wilson, Deputy Chief of Staff, CWMD
  - Upon arrival, S1 will go straight to main conference room for meeting with CWMD Senior Leadership.
  - S1 will facilitate this meeting.
  - List of participants attached. AS2 will be in attendance.
  - Press: Closed.

Tick-Tock:
3:55pm: S1 arrives CWMD HQ
3:57pm: S1 walks to 4th Floor Conference Room
4:00pm: S1 facilitates meeting
4:45pm: S1 departs CWMD HQ

Briefing Materials:
Briefing memo

4:45 PM - 8:00 PM
HOLD
March 14, 2019 Continued
Thursday

10:00 AM - 2:30 PM

2:40 PM - 3:00 PM

Call to Senator Tim Scott -- Sl from limo

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:

S1

Front Office Lead:

Christine Ciccone

DHS SME:

David Wonnenberg

Attendees:

Secretary

Call Number:

(Senator's cell)

Scheduling Contact:

Scheduler

Office of Senator Tim Scott

104 Hart Senate Office Building

Washington, DC 20510
Attendees:

Secretary

Miles Taylor

Call Number:

(b)(6)

Scheduling Contact:

(b)(6)

Office of (b)(6)

(b)(6)

Notes:

Call with [redacted] (former MOC from WA) re: Human Trafficking out of the NT. He is working a project as a contractor to the University of North Texas on a State Department grant to potentially build a database of victims. Wants to better understand what DHS is doing and how it might relate to his effort. He just came back from El Sal and Guatemala, going to Honduras in a few weeks, etc.

Briefing Materials:

No
March 15, 2019

Friday

All Day

8:15 AM - 8:55 AM
Travel to RRB

9:00 AM - 9:30 AM
S&T - Budget Hearing Prep -- RRB Commissioner's Large Conference Room

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [Redacted]

Requester:
S1

Front Office Lead:
Kate Nichols

DHS SME:
Allen Blume

Attendees:
Secretary
Acting Deputy Secretary
Miles Taylor
Brandon Wales
Sam Kaplan
Kate Nichols
Jason Ogden
Bill Bryan, S&T
Ronnyka Fitzpatrick, S&T
March 15, 2019 Continued

Friday

Chip Fulghum, MGMT
Allen Blume, MGMT
Stacy Marcott, ACFO
David Wonnenberg on behalf Christine Ciccone, OLA
Judy Keene, CFO
Erik Soykan, CFO

Objective:
Budget hearing prep – S&T

Briefing Materials:
Briefing memo

9:30 AM - 10:00 AM
Secretary's Daily Brief (SDB) -- RRB 7th Floor SCIF
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Attendees:
Secretary
Acting Deputy Secretary
Miles Taylor
Brandon Wales
Sam Kaplan
March 15, 2019 Continued

Friday

Kristen Marquardt

Jason Ogden

David Glawe, I&A

PDB briefer

SDB briefer

SDB director

Objective:

Secretary’s Daily Brief

10:00 AM - 10:45 AM

Operational SVTC -- RRB 7th Floor SCIF / Components via SVTC

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Attendees:

Secretary

Acting Deputy Secretary

Miles Taylor

Brandon Wales

Sam Kaplan

Kate Nichols

John Gountanis

Tony Barker

Kristen Marquardt

Jason Ogden

Christopher Tomney

Chip Fulghum, MGMT

Frank DiFalco, OPS

Randolph Alles, USSS

Matt Albence on behalf of Ron Vitiello, ICE

ADM Schultz, USCG

Kevin McAleenan, CBP

Dan Kaniewski on behalf of Pete Gaynor, FEMA

Patty Cogswell on behalf of David Pekoske, TSA

Francis Cissna, USCIS

Chris Krebs, CISA

Tyler Houlton on behalf of Jonathan Hoffman, OPA

Christine Ciccone, OLA
March 15, 2019 Continued

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

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.

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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.

Call to SEGOB Sanchez -- 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:
March 15, 2019 Continued

Friday

COS

DHS SME:
Chad Wolf

Attendees:
Secretary
Miles Taylor

Call Number:

Notes:
Call with Secretary Olga Sanchez to follow up on items they discuss when she was in Washington, as well as additional border security issues. A translator will be supporting in person.

Briefing Materials:
Briefing memo

11:15 AM - 12:00 PM

POTUS Prep + Interior Enforcement Discussion -- RRB Commissioner’s Large Conference Room

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
S1
March 17, 2019

All Day

Mil Assistant: [b](6)

Please See Above
March 18, 2019
Monday

12:00 AM - 12:00 AM
Mil Assistant Please See Above

9:30 AM - 9:45 AM
Travel to GW University

10:00 AM - 11:30 AM
Remarks: State of Homeland Security Address & Reception -- GW University, Jack Morton Auditorium, 805 21st Street NW
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
S1

Front Office Lead:

DHS SME:
Michael Bars

DHS Advance Lead:

DHS Advance Lead:

Attendees:
Secretary
Acting Deputy Secretary
Miles Taylor
Sam Kaplan
Brandon Wales
Kate Nichols
Tony Barker
John Gountanis
Kristen Marquardt

Jason Ogden
Kevin McAleenan, CBP
Pete Gaynor, FEMA
Ron Vitiello, ICE
Patty Cogswell on behalf of Dave Pekoske, TSA
Francis Cissna, USCIS
ADM Schultz, USCG
Randolph Alles, USSS
Chris Krebs, CISA
Christine Ciccone, OLA
Jonathan Hoffman, OPA
John Mitnick, OGC
Dave Glawe, I&A
Chip Fulghum, MGMT
March 18, 2019 Continued

Monday

Allen Blume on behalf of Stacy Marcott, OCFO
Bill Bryan, S&T
Chad Wolf, Policy
John Hill, OPE
Tom Walters, FLETC
Frank DiFalco, OPS
James McDonnell, CWMD
Cameron Quinn, CRCL
Jonathan Cantor, Privacy
Julie Kirchner, CIS OMB
RDML Jones, Military Advisor
Christina Bobb, Executive Secretary
RADM Chris Tomney

This invitation is being extended to all DHS senior leadership; additional attendees invited separately.

Location:
Address –
George Washington University
Jack Morton Auditorium
805 21st Street NW

Reception –
Art Gallery Lobby (2nd floor)
Jack Morton Auditorium
805 21st Street NW

Notes:
Please join Secretary Kirstjen Nielsen as she discusses the Department of Homeland Security’s priorities for 2019 and her vision for a safer, more secure homeland in the years to come. The event is being hosted by Auburn University’s Center for Cyber and Homeland security and will take place at George Washington University the morning of Monday, March 18th, 2019.

Immediately following the Address, DHS leadership is invited join the Secretary, along with other distinguished guests, for a reception. Coffee and pastries will be provided.

Information:
• Location: George Washington University (805 21st Street NW, Washington, D.C. 20052)
  ◦ Remarks: Jack Morton Auditorium (Floor 1)
  ◦ Reception: The Art Gallery Lobby (Floor 2)
• Hold: Green Room 1 (Room 103G)
• Attendees: 261, including...
  ◦ 60 VIPs (including former DHS Secretaries, Component Heads, Under Secretaries, Assistant Secretaries, and other Senior Leadership)
  ◦ 103 DHS workforce
March 18, 2019 Continued
Monday

- Room Setup: Auditorium with elevated stage and theater-style audience seating, stage set with podium for Remarks and soft-seating chairs and table for Fireside Chat; press in the back of room.
- Greeter McCrary Institute for Cyber and Critical Infrastructure Security, Auburn University
- Press: Open (15 RSVPs, including 2-4 video and 2-4 still photo); live-stream.

Tick-Tock:

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>9:30am</td>
<td>S1 arrives Jack Morton Auditorium/George Washington University</td>
</tr>
<tr>
<td>9:31am</td>
<td>S1 is greeted by and proceeds to Hold</td>
</tr>
<tr>
<td>9:32-10:00am</td>
<td>Remarks Prep</td>
</tr>
<tr>
<td>10:00-10:03</td>
<td>Welcoming Remarks by Auburn University moves to stage announce</td>
</tr>
<tr>
<td>10:04am</td>
<td>Opening Remarks by Frank Cilluffo introduces THE SECRETARY</td>
</tr>
<tr>
<td>10:09am</td>
<td>Remarks by THE SECRETARY</td>
</tr>
<tr>
<td>10:35-11:00</td>
<td>Fireside Chat with THE SECRETARY and S1 returns to Hold (invited VIPs transit from Jack Morton Auditorium to The Art Gallery Lobby)</td>
</tr>
<tr>
<td>11:00am</td>
<td>S1 returns to Hold (invited VIPs transit from Jack Morton Auditorium to The Art Gallery Lobby)</td>
</tr>
<tr>
<td>11:05am</td>
<td>S1 proceeds from Hold to The Art Gallery Lobby</td>
</tr>
<tr>
<td>11:05-11:30</td>
<td>Reception</td>
</tr>
<tr>
<td>11:30am</td>
<td>S1 departs The Art Gallery Lobby/Jack Morton Auditorium</td>
</tr>
</tbody>
</table>

Briefing Materials:
Remarks

11:30 AM - 11:45 AM  Travel to RRB
12:00 PM - 1:00 PM  Lunch
12:00 PM - 12:30 PM  Review Cyber Speech
12:30 PM - 1:30 PM  Press Prep
1:30 PM - 2:00 PM  NSPM-13 Update Meeting -- RRB 7th Floor SCIF

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

DHS-001-00912-00281101/12/2021
March 18, 2019 Continued

Requester:
S1

Front Office Lead:
Jason Ogden

DHS SME:
USCG / Policy

Attendees:
Secretary
Acting Deputy Secretary
Miles Taylor
Brandon Wales
Jason Ogden

Bryan Ware
RDML Jones, MIL
Chris Krebs, CISA
ADM Shultz, USCG
RDML Dave Dermanelian, USCG

SOPPDUS Wolf, Policy
March 18, 2019 Continued
Monday

John

Staff SME:
Francis Cissna

Attendees:
Secretary
Miles Taylor
Brandon Wales
John Gountanis
Francis Cissna, USCIS
John Mitnick, OGC
Chad Wolf, Policy

Objective:
Discussion of credible fear reform options

Briefing Materials:
Briefing memo + updated and cleared list of options

4:30 PM - 5:00 PM
Border & Immigration Internal Coordination -- RRB Commissioner's Small Conference Room
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
March 18, 2019 Continued

Monday

S1

Front Office Lead:
Tony / John

Attendees:
Secretary
Miles Taylor
Brandon Wales
Kevin McAleenan, CBP
Bob Perez, CBP
Ron Vitiello, ICE
Matt Albence, ICE

Objective:
Meeting to discuss internal DHS coordination re: border & immigration. This meeting will be in-person, no dial-ins.

Briefing Materials:
No

5:15 PM - 5:30 PM
Travel to Fox News

6:00 PM - 6:30 PM
Interview: Bret Baier, Fox News -- FNC DC Bureau, 400 N Capitol St.
DO NOT FORWARD OR COPY THIS INVITATION

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

DHS-001-00912-00281401/12/2021
March 18, 2019 Continued

Monday

Requester:
Fox News

Front Office Lead:
Tyler Houlton

DHS SME:
Michael Bars

DHS Advance Lead:
Carolyn

Attendees:
Secretary
Miles Taylor
Tyler Houlton

Location:
FNC DC Bureau
400 N Capitol St.

Scheduling / Advance Contact:
TBD

Objective:
March 18, 2019 Continued
Monday

When: Monday, March 18; 6:00 PM EDT
What: Live television interview
Program: Special Report w/ Brett Baier
Host: Brett Baier

Briefing Materials:
Talking points

7:15 PM - 7:30 PM
Call to Governor Pete Ricketts, Nevada -- S1 from residence
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [🔒]

Requester:
S1

DHS SME:
Brian Hyer

Attendees:
Secretary

Call Number:
[Governor's cell] (Governor's cell)
March 18, 2019 Continued
Monday

Notes:

Call to Gov. Pete Ricketts, Nevada re: flooding

Briefing Materials:
March 19, 2019
Tuesday

12:00 AM - 12:00 AM
Mil Assistant

7:45 AM - 8:45 AM
Travel to Marriott Wardman Park Hotel

8:50 AM - 9:20 AM
Remarks: Cyber Security Innovation Showcase -- Marriott Wardman Park Hotel, 2660 Woodley Rd NW
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
S&T

Front Office Lead:
Jason Ogden

DHS SME:
Kathryn Coulter, S&T

DHS Advance Lead:
Carolyn

Attendees:
Secretary
Miles Taylor

Location:
Marriott Wardman Park Hotel
2660 Woodley Rd NW

Scheduling / Advance Contact:
TBD

Objective:
On behalf of Senior Official Performing the Duties of the Under Secretary for Science and Technology (SOPDUSST) Bryan, S&T would like to formally invite the Secretary to keynote the rescheduled 2019 Cybersecurity & Innovation Showcase, March 18 in Washington, D.C. We greatly appreciated her acceptance of the original invitation, which unfortunately was cancelled due to the furlough, but we hope she will be available to join us on this new date. Attached is the formal invitation package updated with the new dates for the event.

As discussed after the Secretary’s acceptance for the originally scheduled event, we are requesting that she provide short keynote remarks and then join SOPDUSST Bryan and Christopher Krebs (invited) for a fireside chat on DHS cybersecurity topics.

Information:
- Hold room will be the Truman Room, directly across from the south
March 19, 2019 Continued
Tuesday

entrance of the Thurgood Marshall Ballroom
- S1 will be introduced by Director Chris Krebs
- S1 will deliver opening keynote address at a lectern with DHS logo on the right-hand side of the stage
- Immediately following opening keynote, S1 will move to armchairs (left of center stage) for fireside chat-style Q&A with Director Krebs and SOPDUSST Bryan
- S1 will be seated in the center armchair
- Stage is a raised platform with a set of three steps on each side
- Gooseneck mic will be used at lectern for introductory remarks
- Handheld mic will be given to S1 by SOPDUSST Bill Bryan immediately prior to fireside chat
- Background is grey pipe and drape
- Projector screens and TV will display a static title slide with name and title of S1
- 1,400 attendees within the research-cyber collaborative community expected to attend
- Attendees will be seated theater-style, facing the stage
- Event is Open Press and the session will be recorded

Tick-Tock:
8:40am: S1 arrives at Washington Marriott Wardman Park
8:45-8:50am: S1 holds in Truman Room
8:50am: Director Krebs delivers CISA Overview
8:59am: Director Krebs introduces S1
9:00am: S1 delivers opening keynote address
9:05am: S1 concludes opening keynote address
9:06am: S1, Director Krebs, and SOPDUSST Bryan begin fireside chat-style Q&A
9:20am: S1, Director Krebs, and SOPDUSST Bryan conclude fireside chat-style Q&A
Depart

Briefing Materials:
Agenda, remarks

9:30 AM - 10:00 AM
Travel to RRB

10:00 AM - 10:45 AM
Operational SVTC -- RRB 7th Floor SCIF / Components via SVTC
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Attendees:
Secretary
Acting Deputy Secretary
Notes:
This SVTC is for the Principal, Deputy OR the third most senior person in the department / component. No surrogates. DHS VVS 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.

11:30 AM - 12:00 PM

TSA Gender Identity Policy Meeting -- RRB Treaty Room (4.5B)

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
TSA

Front Office Lead:
Kristen

DHS SME:
Ha McNeil

Attendees:
Secretary
Acting Deputy Secretary
Miles Taylor
DCOS
Kate Nichols
Kristen Marquardt
Dave Pekoske, TSA
Ha McNeil, TSA
March 19, 2019 Continued
Tuesday

TSA

Cameron Quinn, CRCL
Jonathan Cantor, Privacy
John Mitnick, OGC

Objective:
Meeting to discuss TSA's Gender Identity Policy issue

Briefing Materials:
Briefing memo

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

1:00 PM - 1:30 PM
ERO Operation Brief -- RRB, Treaty Room (4.58)
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
ICE

Front Office Lead:
John G.

DHS SME:
Matt Albence

Attendees:
Objective:
ERO would like to provide S1 with a brief on an upcoming operation.

Briefing Materials:
Briefing memo

Call to Filippo Grandi, UNHCR High Commissioner -- RRB Secretary's Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
S1

Front Office Lead:
John
March 19, 2019 Continued
Tuesday

Staff SME:
David Cloe

Attendees:
Secretary
Miles Taylor
James McCament, Policy

Call Number:
[Call will facilitate]

Notes:
Call to Filippo Grandi, UNHCR High Commissioner re: Topic would be Central American migrants, asylum trends, and protection during the dangerous journey north—especially for women and children.

Briefing Materials:
Briefing memo

2:00 PM - 2:30 PM

Scheduling Meeting -- RRB Secretary’s Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Front Office Lead:
Eliza

Attendees:
Private Appointment -- RRB Secretary's Office

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [phone]

Attendees:

Secretary

Miles Taylor

Objective:

4:30pm private appointment

Briefing Materials:

No

Trip Prep: Texas -- RRB Secretary's Conference Room

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [phone]

Requester:

S1

Front Office Lead:

[phone]

Staff SME:

John Hill
Attendees:
Secretary
Miles Taylor

Tyler Houlton
Michael Bars
John Hill (on travel – Scott will handle OPE’s piece)
Aaron Chang

Christina Bobb, ESEC

Call Number:
Dial in: [redacted]
Access Code: [redacted]

Objective:
To prep S1 for her Austin trip

Briefing Materials:
Briefing memo / trip book

6:00 PM - 6:10 PM
Call to Andrew Little, New Zealand Minister of Justice -- RRB Secretary’s Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [redacted]

Requester:
March 19, 2019 Continued

Tuesday

S1

DHS SME:

[Redacted]

Attendees:

Secretary

Call Number:

[Redacted] (Minister's Private Secretary)

Notes:

Call to Andrew Little, New Zealand Minister of Justice.

Briefing Materials:

No

6:10 PM - 6:30 PM

Travel to [Redacted]

6:30 PM - 8:30 PM

Dinner with [Redacted]

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [Redacted]

Requester:

[Redacted]

Front Office Lead:

N/A

DHS Advance Lead:

TBD
March 19, 2019 Continued
Tuesday

Attendees:
Secretary

Location:
(b)(6)

Scheduling Contact:
(b)(6)

Advance / Security Contacts:
(b)(6)

Notes:
Secretary and [redacted] are pulling together a small group for dinner at their DC residence and would like to invite Secretary Nielsen and a guest.

We are moving forward with dinner on Tuesday, March 19th. Cocktails will begin at 6:30 p.m. with dinner to follow at 7:00 p.m.

Attendees:
- Secretary Alex Azar and [redacted]
- Attorney General William Barr and [redacted]
- Secretary Betsy DeVos and [redacted]
- Ambassador Robert Lighthizer and [redacted]
- Secretary Sonny Perdue
- Secretary Rick Perry
- Acting Secretary Patrick Shanahan

Briefing Materials:
No
March 20, 2019

Wednesday

All Day

Mil Assistant

Please See Above

8:30 AM - 9:10 AM

Travel to Hay Adams

8:30 AM - 9:00 AM

Secretary's Daily Brief (SDB) *AS2 Chairing* -- NAC Building 5 SCIF

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [b l)

Attendees:

Acting Deputy Secretary
Miles Taylor
Brandon Wales
Sam Kaplan
Kristen Marquardt
Jason Ogden
DUSIER Horace Jen on behalf of David Glawe, I&A
PDB briefer
SDB briefer
SDB director

Objective:

Secretary's Daily Brief

9:15 AM - 9:45 AM

Meeting with Technology CEO Council -- Hay Adams, 800 16th St NW

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [b l)

Requester:
Technology CEO Council

Front Office Lead:
Jason / Kristen

DHS SME:
Matt Hayden

DHS Advance Lead:

Attendees:
Secretary
Miles Taylor

Location:
Hay Adams
800 16th St NW

Advance Contact:
March 20, 2019 Continued

Wednesday

External Scheduling

External attendees:

Notes:
I lead a small group of technology CEOs (the Technology CEO Council) who have worked with Administrations over the past 30 years to identify and advance opportunities for technology to advance the National interest.

The CEOs are back in town 3/20. They hoped Secretary Nielsen could meet with them to discuss global trends in technology, national security, the economy & the future. They have no specific "asks," but are keen to learn more about DHS' priorities and efforts in areas such as immigration.

The confirmed CEOs are: ____________

In a perfect world Secretary Nielsen is free to have lunch at the Hay Adams. Otherwise the CEOs are free to meet and chat there on 3/20 between 9:30am-11:45am. They seek a conversation, not a speech or media event, and we have a small private room for our meetings. We will have the 4 CEOs and 3 staff only.

Briefing Materials:
Briefing memo

Ethics:
Thanks for your patience. The Secretary has no personal ethics restrictions that would prevent her from meeting with the Technology CEO Council. However, there may be optics and pragmatic considerations which we may want to consider before she accepts this invitation – especially if the meeting is in a public forum.

As you know, S1 may accept meetings with external parties, including lobbyists, as long as she determines that the meeting is necessary to disseminate important DHS information, after considering relevant factors. This helps prevent concerns about the attendees receiving preferential
### March 21, 2019

**Thursday**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>12:00 AM - 12:00 AM</td>
<td>Mil Assistant: (b)(6) Please See Above</td>
</tr>
</tbody>
</table>
| 8:45 AM - 9:15 AM    | Secretary’s Daily Brief (SDB) *AS2 Chairing* -- NAC Building 5 SCIF  
**DO NOT FORWARD OR COPY THIS INVITATION**  
If there are any questions, please contact (b)(6) |
| Attendees:    | Acting Deputy Secretary  
Miles Taylor  
Brandon Wales  
Sam Kaplan  
Kristen Marquardt  
Jason Ogden  
PDUSIA Brian Murphy on behalf of David Glawe, I&A  
PDB briefer  
SDB briefer  
SDB director  |
| Objective:    | Secretary’s Daily Brief |
| 9:30 AM - 4:05 PM    | 8:30 CDT: Official Travel: Austin & McAllen, TX (IACP Midyear Meeting) |
| 4:05 PM - 7:05 PM    | Wheels Up: Washington |
| 7:20 PM - 7:35 PM    | Travel to Residence |
March 22, 2019
Friday

All Day

8:15 AM - 8:55 AM
Travel to RRB

9:00 AM - 9:30 AM
Policy Sync Meeting -- RRB Large 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:
James McCament

Attendees:
Secretary
Acting Deputy Secretary
Miles Taylor
Brandon Wales
Kate Nichols
John Gountanis
Tony Barker
Kristen Marquardt
March 22, 2019 Continued

Friday

Jason Ogden
James McCament, Policy
Chad Wolf, Policy
Dena Kozanas, Policy
Dimple Shah, Policy
Elizabeth Neumann, Policy
Bryan Ware, Policy
Mike Dougherty, Policy
Tom McDermott, Policy

Objective:

Regular policy sync meeting / check-in with S1

Briefing Materials:

Briefing memo

9:30 AM - 10:15 AM
Operational SVTC -- RRB, 7th Floor SCIF
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Attendees:
Secretary
Acting Deputy Secretary
Miles Taylor
Brandon Wales
Sam Kaplan
Kate Nichols
John Gountanis
Tony Barker
Kristen Marquardt
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.

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March 22, 2019 Continued

Friday

Meeting in RRB Secretary’s Conference Room

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
Salesforce

Front Office Lead:
Jason Ogden

DHS SME:
Matt Hayden / Jordana Siegel

DHS Protocol Lead:
TBD

Attendees:
Secretary
Miles Taylor

External Scheduling / Protocol Contact:

Notes:
Previously, DHS had reached out to connect with the leadership for several out of town meetings that didn’t work out, and ended with “we will work something when you are in DC”. They are coming to town March 22 and are getting time windows for the AM.

I spoke with and he is going to raise it with S1, but asked that I request a hold once we have a potential time lined up. I am currently working with their staff for proposed timing and will be back in touch shortly.

The subject area will likely be very CISA heavy and I have spoken with Jordana office to keep them in the loop as well.

Briefing Materials:
Briefing memo

Ethics:
Pending (Matt Hayden is working this)
March 22, 2019 Continued
Friday

11:15 AM - 11:45 AM  
FEMA FY19 Grants Allocation Meeting -- RRB, Treaty Room (4.5B)

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [redacted]

Requester:
FEMA

Front Office Lead:
Jason Ogden

DHS SME:
FEMA

Attendees:
Secretary
Miles Taylor
Brandon Wales
Jason Ogden (on travel)
Pete Gaynor, FEMA
Eric Heighberger, FEMA
Daniel Kaniewski, FEMA
Bryan Ware, Policy

Objective:
DHS SME:
Allen Blume

Attendees:
Secretary
Acting Deputy Secretary
Miles Taylor
Brandon Wales
Sam Kaplan
Kate Nichols
Jason Ogden
Chris Krebs, CISA + 2
Chip Fulghum, MGMT
Allen Blume, MGMT
Stacy Marcott, ACFO
Christine Ciccone, OLA

Objective:
Budget hearing prep - CISA
March 22, 2019 Continued

Friday

Briefing Materials:
Briefing memo

Meeting w/ CISA re: St. Es Move -- RRB Commissioner's Large Conference Room

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact.

Requester:
S1

Front Office Lead:
Brandon

Staff SME:

Attendees:
Secretary
Acting Deputy Secretary
Miles Taylor
Brandon Wales
Sam Kaplan
Kate Nichols
Chip Fulghum
Chris Krebs, CISA
Objective:
Meeting with CISA re: move to St. Es

Briefing Materials:
No

3:30 PM - 4:00 PM
Meeting re: St. Elizabeth’s Move -- RRB Commissioner’s Large Conference Room
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact ___

Requester:
S1

Front Office Lead:
Kate Nichols
March 22, 2019 Continued

DHS SME:
Chip Fulghum

Attendees:
Secretary
Acting Deputy Secretary
Miles Taylor
Brandon Wales
Sam Kaplan
Kate Nichols
Chip Fulghum, MGMT

Objective:
We're looking to schedule a meeting in the next couple of weeks with S1 on the move to St. Elizabeth's, and steps the FO can take to message correctly to employees.

Briefing Materials:
Yes – chart w/ move dates; 1-2 pages of background for reference; Q&A on employee concerns.
Secretary Nielsen

Front Office Lead:
John Gountanis

DHS SME:
Matt Albence

Attendees:
Secretary
Miles Taylor
Brandon Wales
John Gountanis
Matt Albence, ICE
Nathalie Asher, ICE
George Fishman, OGC
Jonathan Hoffman, OPA

Objective:
Follow-up on 3/19 briefing.

Briefing Materials:
Briefing Memo
March 22, 2019 Continued
Friday

6:00 PM - 7:30 PM
Private Appointment
March 23, 2019
Saturday

12:00 AM - 12:00 AM

Conference Call - Dial in: Access Code

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact...

Requester:
Secretary Nielsen

Attendees:
Secretary
Acting Deputy Secretary
Miles Taylor
Kevin McAleenan

Briefing Materials:
No
<table>
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<th>Date</th>
<th>Sunday</th>
<th>All Day</th>
<th>6:00 PM - 8:00 PM</th>
<th>HOLD</th>
<th>Mil Assistant: [b(6)]</th>
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<td>March 24, 2019</td>
<td></td>
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<td>6:00 PM - 8:00 PM</td>
<td>HOLD</td>
<td>Please See Above</td>
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</tbody>
</table>
March 25, 2019
Monday

All Day

8:00 AM - 8:50 AM
Travel to RRB

9:00 AM - 10:00 AM
Office Time

10:15 AM - 10:45 AM
Border Crisis Communications Huddle -- RRB, Secretary’s Conference Room
DO NOT FORWARD OR COPY THIS INVITATION

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

Requester:
Secretary Nielsen

Attendees:
Secretary Nielsen
Acting Deputy Secretary Grady
Miles Taylor
Brandon Wales
Sam Kaplan
John Gountanis
Tony Barker
Jonathan Hoffman
Tyler Houlton

Call Number:
Dial in: [b](6) [b](6)
Access Code: [b](6) [b](6)
March 25, 2019 Continued
Monday

Notes:

Materials needed include print-outs of S1 3-month calendar as well as OPA proposals for additional media, press conferences, engagements, and other activities to focus attention on the crisis and get leverage for Congressional & foreign partner action.

Briefing Materials:

Yes – FO will table drop.

11:00 AM - 11:30 AM

CWMD - Budget Hearing Prep -- RRB, Commissioner's Large Conference Room

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact...

Requester:

S1

Front Office Lead:

Kate Nichols

DHS SME:

Allen Blume

Attendees:

Secretary

Acting Deputy Secretary

Miles Taylor

Brandon Wales
March 25, 2019 Continued
Monday

Sam Kaplan
Kate Nichols
Jason Ogden
Jim McDonnell, CWMD
Chip Fulghum, MGMT
Allen Blume, MGMT
Stacy Marcott, ACFO
Christine Ciccone, OLA

Objective:
Budget hearing prep - CWMD

Briefing Materials:
Briefing memo

11:30 AM - 12:00 PM
Policy Sync Meeting Follow-Up -- RRB, Secretary's Office
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact...
March 25, 2019 Continued

Requester:
Secretary Nielsen

Front Office Lead:
Brandon Wales

Staff SME:
James McCament

Attendees:
Secretary
Acting Deputy Secretary
Miles Taylor
Brandon Wales
Sam Kaplan
Chad Wolf

Objective:
Follow up to 3/22 meeting.

Briefing Materials:
Briefing Memo
March 25, 2019 Continued

If there are any questions, please contact [ ]

Requester:
Secretary Nielsen

Front Office Lead:
John Gountanis/Tony Barker

Staff SME:
Chad Wolf

Attendees:
Secretary
Miles Taylor
Brandon Wales
John Gountanis
Tony Barker
Chad Wolf, PLCY
Dimple Shah, PLCY
David Cloe, PLCY
Kevin McAleenan/Robert Perez, CBP
Michael Bars, OPA

Matt Albence, ICE
Jonathan Hoffman/Tyler Houlton, OPA
March 25, 2019 Continued
Monday

Briefing Materials:

Briefing Memo

6:30 PM - 8:00 PM

HOLD
March 26, 2019
Tuesday

All Day

9:00 AM - 6:00 PM

Official Travel: Tegucigalpa, Honduras

4:15 PM - 4:45 PM

Call TO Secretary Pompeo -- S1 from Plane

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [b][c][d][e][f][g][h][i][j][k][l][m][n][o][p][q][r][s][t][u][v][w][x][y][z]

Requester:
Secretary Nielsen

Attendees:
Secretary Nielsen
Secretary Pompeo

Call Number:
State Ops
March 26, 2019 Continued
Tuesday

Classification:

SECRET

Scheduling Contact:

(b)(6)

Notes:

Call with Secretary Pompeo re: Mexico negotiations.

Briefing Materials:

No
March 27, 2019
Wednesday

12:00 AM - 12:00 AM
Mil Assistant: [redacted]
Please See Above

8:50 AM - 9:20 AM
Secretary's Daily Brief (SDB) "AS2 Chairing" -- NAC S, SCIF
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact: [redacted]

Attendees:
Secretary
Acting Deputy Secretary
Miles Taylor
Brandon Wales
Sam Kaplan
Kristen Marquardt
Jason Ogden
David Glawe, I&A
PDB briefer
SDB briefer
SDB director

Objective:
Secretary's Daily Brief

9:00 AM - 6:00 PM
Official Travel: Tegucigalpa, Honduras
March 28, 2019

Thursday

All Day

9:00 AM - 10:00 AM

Call TO Ambassador Bolton -- S1 from Residence
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [redacted]

Requester:
Secretary Nielsen

Attendees:
Secretary
Ambassador Bolton

Call Number:
[b][6] NSC Front Office

Scheduling Contact:
[b][6]

Notes:
Discussion with Ambassador Bolton re: NT/Mexico.

Briefing Materials:
March 28, 2019 Continued
Thursday

No

10:15 AM - 11:00 AM
Travel to RRB

11:00 AM - 11:30 AM
Border Security Huddle -- RRB, Secretary's Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [number]

No surrogates or plus ones will be accepted for this meeting.

Requester:
Secretary Nielsen

Attendees:
Secretary Nielsen
Acting Deputy Secretary Grady (unavailable, on official travel)
Miles Taylor
Brandon Wales
Sam Kaplan
John Gountanis
Tony Barker
Chad Wolf
Commissioner McAleenan
Ron Vitiello
John Mitnick
March 28, 2019 Continued
Thursday

Call Number:
Dial in: [b](6)
Access Code: [b](5)

Notes:
Operational update on border emergency and discussion on Thursday meeting with the President.

Briefing Materials:
No

11:30 AM - 11:50 AM
Travel to Hart Senate Office Building

11:50 AM - 12:20 PM
Northern Triangle Briefing -- Hart Senate Office Building, Room 328
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [b](6)

Requester:
Secretary Nielsen

Front Office Lead:
Brandon Wales

Staff SME:
David Wonnenberg
March 28, 2019 Continued
Thursday

DHS Advance Lead:
Carolyn Prill

Attendees:
Secretary
Miles Taylor
Christine Ciccone
Chairman Johnson

Invited:
Portman
Paul
Lankford
Romney
Scott
Enzi

Location:
Hart Senate Office Building
Chairman Johnson’s Office
Room 328

External Scheduling/Advance Contact:
(b)(6)
Notes:
S1 briefing to majority senators on Northern Triangle progress.

Briefing Materials:
Briefing Memo, TPs

12:30 PM - 12:45 PM
Call TO Leader McConnell -- S1 from Limo
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
Secretary Nielsen

Front Office Lead:
John Gountanis/Tony Barker

DHS SME:
Christine Ciccone

Attendees:
Secretary

Majority Leader McConnell
DHS SME: Christine Ciccone

Attendees: Secretary

Leader McCarthy

Call Number: [Redacted]

Scheduling Contact: [Redacted]

Notes: Call to Leader McCarthy re: border security crisis and H2-B visa decision.

Briefing Materials: Briefing Memo, TPs
March 28, 2019 Continued
Thursday

Attendees:
Secretary
Miles Taylor
Brandon Wales
Aaron Chang (via phone)

Conference line:
Dial in:
Access Code:

Objective:
S1 weekly scheduling meeting + review of pending gifts.

Briefing Materials:
Yes – FO will Tabledrop

5:30 PM - 5:45 PM
Call TO RRB, Secretary’s Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
Secretary Nielsen
March 28, 2019 Continued
Thursday

Front Office Lead:
Eric Jones

DHS SME:

Attendees:
Secretary

Call Number:
Chairman Comms Team

Scheduling Contact:

Notes:
Call to regarding border security cooperation.

Briefing Materials:
1) Two internally distributed DOD memos criticizing DOD support of wall (if public)
2) Memo outlining significance of DOD support of border
March 28, 2019 Continued
Thursday
March 29, 2019
Friday

12:00 AM - 12:00 AM
Mil Assistant

All Day
National Vietnam War Veterans Day

8:20 AM - 8:50 AM
Travel to RRB

8:30 AM - 8:40 AM
Call TO Officer Rivera - S1 from Limo

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
Secretary Nielsen

Attendees:
Secretary Nielsen

ICE ERO Deportation Officer

Call Number:

Scheduling Contact:

Notes:
On March 3, 2019, as part of Operation Secure Streets, ICE ERO New York conducted a targeted enforcement operation at the residence of SANTOS, a 27-year-old citizen and national of Dominican Republic, had a prior arrest and conviction for Driving under the influence. During the arrest, pushed and punched an ERO New York officer in the face with a closed fist and continued to be assaultive and combative while the officers attempted to restrain him. As one officer attempted to take to the ground, bit the officer’s left ring finger, ultimately biting off the tip of the officer’s finger. The North Central Bronx Hospital treated the ERO New York officer and released him from the hospital with scheduled follow up appointments.

Briefing Materials:

No

9:00 AM - 9:30 AM

TSA - Budget Hearing Prep -- RRB, Commissioner’s Large Conference Room

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:

S1

Front Office Lead:

Kate Nichols

DHS SME:

Allen Blume

Attendees:

Secretary

Acting Deputy Secretary
Objective:
Budget hearing prep - TSA

Briefing Materials:
Briefing memo
March 29, 2019 Continued

Friday

10:00 AM - 10:45 AM

Operational SVTC -- RRB, 7th Floor SCIF

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Attendees:
Secretary
Acting Deputy Secretary
Miles Taylor
Brandon Wales
Sam Kaplan
Kate Nichols
John Gountanis
Tony Barker
Kristen Marguardt
Jason Ogden
Christopher Tomney
Chip Fulghum, MGMT
Frank DiFalco, OPS
Randolph Alles, USSS
Ron Vitiello, ICE
ADM Schultz, USCG
Bob Perez on behalf of Kevin McAleenan, CBP
Pete Gaynor, FEMA
Ha McNeill on behalf of David Pekoske, TSA
Francis Cissna, USCIS
Jason Ogden on behalf of Chris Krebs, CISA
Tyler Houlton on behalf of Jonathan Hoffman, OPA
Christine Ciccone, OLA
Dave Glawe, I&A
Chad Wolf, Policy
Bill Bryan, S&T
John Mitnick, OGC
Andre Watson on behalf of James McDonnell, CWMD
Patrick Kearney
Christina Bobb, ESEC
Matt Hayden, 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
March 29, 2019 Continued
Friday

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 - 11:30 AM  Private Appointment -- RRB, Secretary’s Office

11:30 AM - 12:00 PM  Office Time

12:00 PM - 12:30 PM  HOLD

12:30 PM - 1:00 PM  Travel to NDU

1:00 PM - 2:00 PM  Remarks: NDU Pinnacle Class Meeting -- NDU, Lincoln Hall, 260 Sth Ave, Fort McNair, DC

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
Chairman Dunford

Front Office Lead:
RDML Jones

Staff SME:
RDML Jones
March 29, 2019 Continued

Friday

DHS Advance Lead:
Carolyn Prill

Attendees:
Secretary
Miles Taylor
RDML Jones

Location:
NDU
Lincoln Hall
260 5th Ave
Fort McNair, DC

External Scheduling / Advance Contact:
b)(6)

Notes:
Attached you will find a letter to the Secretary from the Chairman of the Joint Chiefs of Staff, General Dunford, requesting the Secretary to lead a 1-hr discussion for the PINNACLE Course from the National Defense University (this course is for the new 3 star flag officers).
March 29, 2019 Continued

Friday

**Briefing Materials:**

Remarks, briefing memo

2:00 PM - 2:30 PM

Travel to RRB

2:15 PM - 2:30 PM

Call FROM [b][6] - S1 from Limo

DO NOT FORWARD OR COPY THIS INVITATION

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

Aide-de-Camp [b][6] will dial [b][6] mobile.

**Requester:**

Secretary Nielsen

**Front Office Lead:**

Eric Jones

**DHS SME:**

[b][6]

**Attendees:**

Secretary
March 29, 2019 Continued
Friday

Scheduling Contact:

Notes:
Call from (6) regarding border security cooperation.

Briefing Materials:
1) Two internally distributed DOD memos criticizing DOD support of wall (if public)
2) Memo outlining significance of DOD support of border

2:30 PM - 2:45 PM
FPS Placement Decision Brief -- RRB Commissioner's Small Conference Room
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact (6)

Front Office Lead:
Sam Kaplan

DHS SME:

Attendees:
Secretary Nielsen
Acting Deputy Secretary Grady
Miles Taylor
Objective:

Brief and obtain S1 decision on FPS placement prior to deadline mandated by GAO recommendation and CISA law.

Briefing Materials:

Briefing Memo, Decision Memo

2:50 PM - 3:00 PM

Gift Photo -- RRB, Secretary's Office

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:

Secretary Nielsen

Attendees:

Secretary Nielsen

Deputy Commissioner Perez

Notes:

Photo with DHS gift.
March 29, 2019 Continued
Friday

Briefing Materials:
No

3:00 PM - 3:30 PM
USCG - Budget Hearing Prep -- RRB Commissioner's Large Conference Room

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

Requester:
S1

Front Office Lead:
Kate Nichols

DHS SME:
Allen Blume

Attendees:
Secretary
Acting Deputy Secretary
Miles Taylor
Brandon Wales
Sam Kaplan
Kate Nichols
ADM Schultz, USCG
Objective:
Budget hearing prep - USCG

Briefing Materials:
Briefing memo

3:30 PM - 4:00 PM
FEMA - Budget Hearing Prep -- RRB Commissioner's Large Conference Room
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
S1
March 29, 2019 Continued

Front Office Lead:
Kate Nichols

DHS SME:
Allen Blume

Attendees:
Secretary
Acting Deputy Secretary
Miles Taylor
Brandon Wales
Sam Kaplan
Kate Nichols
Jason Ogden
Pete Gaynor, FEMA
Mary Comans, FEMA
Chip Fulghum, MGMT
Allen Blume, MGMT
Stacy Marcott, ACFO
Christine Ciccone, OLA
CFO
CFO
CFO
SAG

Hannah Hummelberg
Objective:
Budget hearing prep - FEMA

Briefing Materials:
Briefing memo

4:00 PM - 4:15 PM
National Level Exercise 2020 Brief -- RRB, Commissioner’s Small Conference Room
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [redacted]

Requester:
Chad Gorman, Director, FEMA National Exercise Division

Front Office Lead:
Brandon Wales

DHS SME:
Chad Gorman

Attendees:
Secretary
Miles Taylor
Brandon Wales
Pete Gaynor, FEMA
Eric Heighberger, FEMA
All Day

MIL Assistant [b](6)

Please See Above
March 31, 2019

12:00 AM - 12:00 AM
Military Assistant (b)(6) Please See Above

9:00 AM - 5:00 PM
Official Travel: UK

1:00 PM - 1:15 PM
1300 EDT: Personnel Discussion -- S1 from Plane

DO NOT FORWARD OR COPY THIS INVITATION

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

NOC will place participants into conference.

Attendees:
Secretary Nielsen
Acting Deputy Secretary Grady
Miles Taylor
Sam Kaplan

Call Number:
National Operations Center

Classification:
Unclassified

Notes:
Personnel discussion.

Briefing Materials:
No
March 31, 2019 Continued
Sunday
April 1, 2019  
Monday

12:00 AM - 12:00 AM  
Mil Assistant: Worst

9:00 AM - 11:00 PM  
Official Travel: UK

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

DO NOT FORWARD OR COPY THIS INVITATION

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

Attendees:

Secretary
Acting Deputy Secretary
Miles Taylor
Brandon Wales
Sam Kaplan
Kristen Marquardt
Jason Ogden
David Glawe, I&A
PDB briefer
SDB briefer
SDB director

Objective:

Secretary's Daily Brief

5:30 PM - 5:45 PM  
1730 EDT: Call TO Senator Graham -- S1 from Plane

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [Contact Information]
Requester:
Secretary Nielsen

Attendees:
Secretary Nielsen

Senator Graham

Call Number:
(b)(6) (Alice – Scheduler)

Classification:
Unclassified

Scheduling Contact:
(b)(6)

Notes:
Call to Senator Graham.

Briefing Materials:
No
April 1, 2019 Continued
Monday
April 2, 2019
Tuesday

All Day

9:30 AM - 10:00 AM
Secretary's Daily Brief (SDB) -- NAC Secretary's Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Attendees:

Secretary
Acting Deputy Secretary
Miles Taylor
Brandon Wales
Sam Kaplan
Kristen Marquardt
Jason Ogden
David Glawe, I&A
PDB briefer
SDB briefer
SDB director

Objective:
Secretary's Daily Brief

10:00 AM - 10:45 AM
Operational SVTC -- NAC Building S SCIF / Components via SVTC
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Attendees:
April 2, 2019 Continued

Tuesday

Secretary
Acting Deputy Secretary
Miles Taylor
Brandon Wales
Sam Kaplan
Kate Nichols
John Gountanis
Tony Barker
Kristen Marquardt

| Jason Ogden |
Christopher Tomney
Chip Fulghum, MGMT
Frank DiFalco, OPS
Randolph Alles, USSS
Ron Vitiello, ICE
ADM Schultz, USCG
Kevin McAleenan, CBP
Pete Gaynor, FEMA
David Pekoske, TSA
Francis Cissna, USCIS
Chris Krebs, CISA
Jonathan Hoffman, OPA
Christine Ciccone, OLA
Dave Glawe, I&A
April 2, 2019 Continued

Tuesday

Chad Wolf, Policy  
Bill Bryan, S&T  
John Mitnick, OGC  
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 \(b(x)6\) or \(l(b(x)6)\) 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.

10:45 AM - 11:25 AM
Travel to RRB

11:30 AM - 12:00 PM
Call TO SEGOB Sanchez -- RRB, Secretary’s Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [ ]

CDR Worst will call into NOC. Translator will join Secretary in same office.

Requester:
Secretary Nielsen

Attendees:
Secretary Nielsen
[PLCY (Translating)]

SEGOB Olga Sanchez

Call Number:
DHS Participants:
National Operations Center
April 2, 2019 Continued

Tuesday

SEGOB Sanchez:

(b)(6) (Staff Line)

Classification:

Unclassified

Scheduling Contact:

(b)(6)

Notes:

Call with SEGOB Sanchez.

Briefing Materials:

No

12:00 PM - 1:00 PM

Emergency Border Meeting + Updated Agenda -- RRB, Commissioner’s Large Conference Room

DO NOT FORWARD OR COPY THIS INVITATION

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

No surrogates or plus ones will be accepted for this meeting.

Requester:

Secretary Nielsen
Front Office Lead:
Brandon Wales

Attendees:
Secretary Nielsen
Acting Deputy Secretary
Miles Taylor
Brandon Wales
Sam Kaplan
John Gountanis
Tony Barker
Eric Jones, MIL
Kevin McAleenan, CBP
Bob Perez, CBP
Ron Vitiello, ICE
Francis Cissna, USCIS
Chad Wolf, PLCY
Tyler Houlton, OPA
Christine Ciccone, OLA
George Fishman, OGC
Stacy Marcott, CFO
Chris Tomney, UCG
SAG
TF-Investigations
April 2, 2019 Continued

Tuesday

JTF-East (by VTC)

JTF-West (by VTC)

Objective:
Emergency meeting re: border crisis.

Briefing Materials:

Agenda:

1. Crisis update and numbers

2. DHS response update, including:
   - Secretary actions (S1/COS)
   - Surge operations & impacts
   - Volunteer force
   - “Big” RFA request
   - Law enforcement RFA (S1/COS)
   - Legislation update
   - MPP Returns

3. Mexico Enforcement Actions

4. Communications update & plan for week

5. ERO Operation & Comms slimmed down group

6. Updates around the room

4. Communications update & plan for week

5. ERO Operation slimmed down group

1:15 PM - 1:30 PM

Call To: RRB, Secretary’s Office

DO NOT FORWARD OR COPY THIS INVITATION
April 2, 2019 Continued
Tuesday

If there are any questions, please contact.

Requester:
Secretary Nielsen

Front Office Lead:
John Gountanis

DHS SME:
Tom Blank

Attendees:
Secretary
Miles Taylor

Call Number:
Direct Mobile

Scheduling Contact:

April 2, 2019 Continued
Tuesday

Notes:

Call to re: border crisis.

Briefing Materials:

Briefing Memo

1:30 PM - 1:45 PM

Call To Secretary's Office

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:

Secretary Nielsen

Front Office Lead:

Tony Barker

DHS SME:

Meghann Peterlin

Attendees:

Secretary

Miles Taylor

Call Number:
April 2, 2019 Continued
Tuesday

Scheduling Contact:

(b)(6)

Notes:
Call to (b)(6) re: border crisis.

Briefing Materials:
Briefing Memo

2:00 PM - 2:15 PM

Call TO Governor Abbott, TX -- RRB, Secretary's Office
DO NOT FORWARD OR COPY THIS INVITATION

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

Requester:
Secretary Nielsen

Front Office Lead:
John Gountanis

DHS SME:
Brian Hyer
April 2, 2019 Continued

Tuesday

Attendees:

Secretary

Miles Taylor

Governor Abbott

Call Number:

[Redacted] Morgan Stewart, EA)

Scheduling Contact:

Brian Hyer

Notes:

Call to Governor Abbott re: border crisis.

Briefing Materials:

Briefing Memo

2:30 PM - 2:45 PM

Call FROM Governor Ducey, AZ -- RRB, Secretary's Office

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [Redacted]

Governor Ducey will dial [Redacted] mobile.
April 2, 2019 Continued
Tuesday

Requester:
Secretary Nielsen

Front Office Lead:
John Gountanis

DHS SME:
Brian Hyer

Attendees:
Secretary
Miles Taylor
Governor Ducey

Call Number:

Scheduling Contact:
Brian Hyer

Notes:
Call to Governor Ducey re: border crisis.
Briefing Materials:

Briefing Memo

3:00 PM - 3:15 PM

Call TO ADM Faller, SOUTHCOM -- RRB, Secretary's Office

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [redacted]

Requester:

Secretary Nielsen

Front Office Lead:

RDML Jones

DHS SME:

[b][b][b]

Attendees:

Secretary

Miles Taylor

ADM Faller, Commander, SOUTHCOM

Call Number:

[b][b][b] Office Line)
April 2, 2019 Continued
Tuesday

Scheduling Contact:
(b)(6)

Notes:
Call to ADM Faller re: border crisis.

Briefing Materials:
Briefing Memo

3:30 PM - 4:30 PM [b](b) and Stakeholder Calls

3:30 PM - 4:30 PM [b][b] Stakeholder Calls

5:00 PM - 5:30 PM Media Prep -- RRB, Secretary’s Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [b][b]__

Requester:
Secretary Nielsen

Front Office Lead:
Miles Taylor
Attendees:
Secretary Nielsen
Miles Taylor
Brandon Wales
Tony Barker
John Gountanis
Jonathan Hoffman
Tyler Houlton

Objective:
Prep for 6:30pm.

Briefing Materials:
No

5:35 PM - 5:50 PM
Travel to Fox Studio

5:50 PM - 6:30 PM
Studio Prep -- Fox Studio

6:30 PM - 6:45 PM
Tucker Carlson Pre-Tape -- Fox Studio, 400 North Capitol St NW

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

Requester:
Fox News

Front Office Lead:
Tyler Houlton

Advance Lead:
Carolyn Prill

Attendees:
April 2, 2019 Continued
Tuesday
April 3, 2019
Wednesday

All Day

9:00 AM - 9:30 AM
Travel to DCA

9:30 AM - 1:40 PM
Wheels Up: El Paso, TX

9:30 AM - 10:00 AM
Secretary's Daily Brief (SDB) · NAC Secretary's Office

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [redacted]

Attendees:

Secretary
Acting Deputy Secretary
Miles Taylor
Brandon Wales
Sam Kaplan
Kristen Marquardt
Jason Ogden
David Glawe, I&A
PDB briefer
SDB briefer
SDB director

Objective:

Secretary's Daily Brief
April 4, 2019
Thursday

8:00 AM - 11:30 AM
Official Travel: El Paso

9:30 AM - 10:00 AM
Secretary's Daily Brief (SDB) -- NAC Secretary’s Office

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [blank]

Attendees:
Secretary
Acting Deputy Secretary
Miles Taylor
Brandon Wales
Sam Kaplan
Kristen Marquardt
Jason Ogden
David Glawe, I&A
PDB briefer
SDB briefer
SDB director

Objective:
Secretary's Daily Brief

11:30 AM - 12:55 PM
Wheels Up: Yuma, AZ
April 4, 2019 Continued
Thursday

12:55 PM - 6:00 PM
Official Travel: Yuma, AZ

3:30 PM - 4:00 PM
1530 EDT/1230 MST: ERO Operation Call -- S1 from Travel

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
Secretary Nielsen

Attendees:
Secretary Nielsen
Miles Taylor
Brandon Wales
Sam Kaplan
John Gountanis
Ron Vitiello, ICE
Chad Wolf, PLCY
Tyler Houlton, OPA
Christine Ciccone, OLA
George Fishman, OGC

Call Number:
Dial in: __________
Access Code: __________

Notes:
April 4, 2019 Continued
Thursday

Discussion on ERO Operation.

**Briefing Materials:**

No

- **6:00 PM - 7:00 PM**
  - Wheels Up: El Paso

- **7:00 PM - 9:00 PM**
  - Official Travel: El Paso
April 5, 2019 Continued

Friday

5:45 PM - 9:55 PM
Wheels Up: Washington, DC

6:45 PM - 7:00 PM
3:45PD/6:45EDT: FPS Decision Call -- S1 from Plane
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [redacted]

Requester:
Secretary Nielsen

Attendees:
Secretary Nielsen
Miles Taylor
Brandon Wales
Chris Krebs

Call Number:
Dial in: [redacted]
Access Code: [redacted]

Notes:
Discussion on FPS decision.

Briefing Materials:
No
April 5, 2019 Continued

Friday
April 6, 2019
Saturday

12:00 AM - 12:00 AM

Mil Assistant: [b)(6)

Please See Above
April 7, 2019
Sunday

12:00 AM - 12:00 AM  

Mil Assistant: [b](b) [6]
April 8, 2019
Monday

All Day

8:00 AM - 8:50 AM
8:00: Travel to NAC

12:45 PM - 1:15 PM
Meeting with A/Deputy Secretary Grady -- NAC 5, Secretary’s Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Attendees:
Secretary
Acting Deputy Secretary

1:30 PM - 2:00 PM
Call from Francis Cissna -- NAC 5, Secretary’s Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Director Cissna to dial

Requester:
Secretary Nielsen

Attendees:
Secretary Nielsen
Francis Cissna

Briefing Materials:
No

2:00 PM - 3:00 PM
FYI: Interagency Border Emergency Cell (IBEC) VTC -- FEMA HQ M1 Conference Room; VTC; Dial-in:

3:30 PM - 4:00 PM
Meeting with John Mitnick -- NAC 5, Secretary’s Office
DO NOT FORWARD OR COPY THIS INVITATION
April 8, 2019 Continued

Monday

If there are any questions, please contact ________ ________.

Requester:
Secretary Nielsen

Attendees:
Secretary Nielsen
John Mitnick

Briefing Materials:
No

Call from Tex Alles -- NAC S. Secretary's Office
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact ________ ________.

Director Alles to dial ________ at ________ ________.

Requester:
Secretary Nielsen

Attendees:
Secretary Nielsen
Tex Alles

Briefing Materials:
April 8, 2019 Continued

Monday

No

4:30 PM - 5:00 PM

Call TO Secretary Pompeo -- NAC 5, Secretary's Office
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
Secretary Nielsen

Attendees:
Secretary Nielsen
Secretary Pompeo

Call Number:
State Ops

Classification:
Unclassified

Scheduling Contact:
Notes:
Call with Secretary Pompeo.

Briefing Materials:
No

5:00 PM - 5:30 PM
Gift Presentation/Review -- NAC 5, 5107
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact [redacted]

Requester:
Secretary Nielsen

Attendees:
Secretary Nielsen
Erica Dornburg

Objective:
In-person gift presentation for S1.

Briefing Materials:
No
April 9, 2019

Tuesday

All Day

10:00 AM - 10:45 AM
Travel to NAC

11:30 AM - 11:45 AM
Farewell Ceremony Honoring RDML Jones -- NAC, Secretary's Suite Lobby

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact...

Requester:

S1

Front Office Lead:

DCOS

DHS SME:

 Attendees:

Secretary
Acting Deputy Secretary
Miles Taylor
Brandon Wales
Sam Kaplan
Kate Nichols
John Gountanis
Tony Barker
April 9, 2019 Continued

Tuesday

Kristen Marquardt
Jason Ogden
Chad Wolf, Policy
Jonathan Hoffman, OPA
Chris Tomney, OPS
Frank DiFalco, OPS

Additional attendees invited separately

Objective:
Farewell/departure ceremony for RDML Eric Jones.

Briefing Materials:
Briefing Memo, Script

12:30 PM - 1:00 PM
Lunch --

2:00 PM - 2:30 PM
HOLD: Comms Call

3:00 PM - 3:15 PM
Exit Interview -- NAC 5, Secretary's Office
DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
Christina Bobb
April 9, 2019 Continued
Tuesday

Attendees:
Secretary Nielsen

Objective:
Exit interview prior to departure.

Briefing Materials:
No

4:00 PM - 5:00 PM
RRB Office Pack-Up -- RRB, Secretary’s Office
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact...

Attendees:
Secretary Nielsen

Objective:
Classify and pack items in RRB Secretary’s Office.

Briefing Materials:
No
April 9, 2019 Continued
Tuesday
April 10, 2019
Wednesday

All Day

8:45 AM - 11:00 AM
Private

8:45 AM - 9:15 AM
Secretary's Daily Brief (SDB) *AS2 Chairing* -- St. Es, AS2 SCIF
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Attendees:
A/Deputy Secretary Grady
Miles Taylor
Brandon Wales
Sam Kaplan
Kristen Marquardt
Jason Ogden
David Glawe, I&A
PDB Briefer
SDB Briefer
SDB Director

Objective:
Secretary's Daily Brief

11:00 AM - 11:15 AM
Call TO U.S. Chamber of Commerce -- S1 from Limo
DO NOT FORWARD OR COPY THIS INVITATION
If there are any questions, please contact

Requester:
Attendees:
Secretary Nielsen

Call Number:
[redacted]

Scheduling Contact:
[redacted]

Briefing Materials:
No

11:15 AM - 12:00 PM
Travel to St. Es

12:00 PM - 12:15 PM
SAP Debrief -- St. Es, Secretary's SCIF

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact

Requester:
SAP Team

Attendees:

DHS-001-00912-00291501/12/2021
April 10, 2019 Continued

Wednesday

Secretary Nielsen

Objective:

Obtain debrief signatures.

Briefing Materials:

No

12:15 PM - 1:15 PM

Lunch/Event Prep -- St. Es, Secretary’s Office

1:15 PM - 1:30 PM

Farewell Ceremony -- St. Es, Secretary’s Suite Lobby

DO NOT FORWARD OR COPY THIS INVITATION

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

Requester:

Secretary Nielsen

Front Office Lead:

Brandon Wales

DHS Attendees:

Secretary

Acting Deputy Secretary

Miles Taylor
Objective:

Please join us in wishing [Name] best wishes in his future endeavors.

Briefing Materials:

N/A

1:30 PM - 2:00 PM

Military Aides Farewell Celebration -- St. Elizabeths, Secretary’s Suite Lobby

DO NOT FORWARD OR COPY THIS INVITATION

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

Requester:

S1

Front Office Lead:
April 10, 2019 Continued

Wednesday

RDML Jones

DHS Attendees:

Secretary
Acting Deputy Secretary
Miles Taylor
Brandon Wales
Sam Kaplan
Kate Nichols

Objective:

Please join us in wishing the S1 and AS2 Military Aides well in their new adventures.

Briefing Materials:

N/A
April 10, 2019 Continued

Wednesday

2:00 PM - 2:30 PM

Private Event -- St. Es. Secretary’s Office

DO NOT FORWARD OR COPY THIS INVITATION

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

Requester:

Secretary Nielsen

Front Office Lead:

Sam Kaplan

Attendees:

Secretary Nielsen

A/Deputy Secretary Grady

Miles Taylor

Brandon Wales

Chad Wolf

Kristen Marquardt

[b][b]

John Gountanis

Tony Barker

Ron Vitiello

Jonathan Hoffman

Notes:
April 10, 2019 Continued
Wednesday

Private event by invitation only.

**Briefing Materials:**
No

2:30 PM - 3:00 PM

St. Elizabeths Celebration -- St. Es, Ceremonial Entrance

**DO NOT FORWARD OR COPY THIS INVITATION**

If there are any questions, please contact [Redacted]

**Requester:**
Secretary Nielsen

**Front Office Lead:**
Jonathan Hoffman

**Attendees:**
Secretary
Acting Deputy Secretary
Miles Taylor
Brandon Wales
Sam Kaplan
Commissioner McAleenan
DHS FO Staff, ESEC, USSS, SBS
Component Leadership

Notes:
Please join us as we celebrate the DHS move to St. Elizabeths. Individuals with SL placards and those using sedan service should enter via Gate 6.

**Briefing Materials:**

No

**3:15 PM - 3:45 PM**

**Farewell Reception -- St. Es, Secretary's Suite**

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact [Redacted]

**Requester:**

Secretary Nielsen

**Front Office Lead:**

Jonathan Hoffman

**Attendees:**

This small event is by invitation only. Please reach out to [Redacted] if any leadership or FO staff may have been missed.

**Notes:**

Please join us as we bid Secretary Nielsen farewell.

**Briefing Materials:**

No
McAleenan Swearing-In -- St. Es, Secretary's Office

DO NOT FORWARD OR COPY THIS INVITATION

If there are any questions, please contact...

Requester:
Secretary Nielsen

Front Office Lead:
Jonathan Hoffman

Attendees:
Secretary Nielsen
A/Deputy Secretary Grady
Kevin McAleenan
Patrick Flanagan
TBD

Briefing Materials:
No
<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Farewell Event</td>
<td>April 11, 2019</td>
<td>6:00 PM - 8:00 PM</td>
</tr>
</tbody>
</table>

Mil Assistant: Please See Above
<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>April 12, 2019</td>
<td>Friday</td>
<td>All Day</td>
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<tr>
<td></td>
<td>Mil Assistant</td>
<td>[X] Please See Above</td>
</tr>
<tr>
<td>Date</td>
<td>Event</td>
<td>Description</td>
</tr>
<tr>
<td>------------</td>
<td>-----------</td>
<td>----------------------</td>
</tr>
<tr>
<td>April 14, 2019</td>
<td>Sunday</td>
<td>All Day</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Mil Assistant [b][6]</td>
</tr>
<tr>
<td>All Day</td>
<td>Mil Assistant: <a href="6">b</a></td>
<td>Please See Above</td>
</tr>
<tr>
<td>---------</td>
<td>----------------------</td>
<td>------------------</td>
</tr>
<tr>
<td>All Day</td>
<td>First Day at St. Elizabeth Campus</td>
<td></td>
</tr>
</tbody>
</table>
April 16, 2019
Tuesday

All Day

Military Assistant: [b][6]

Please See Above
April 17, 2019
Wednesday

12:00 AM - 12:00 AM
Mil Assistant: [Redacted]

Please See Above
April 18, 2019
Thursday

12:00 AM - 12:00 AM

Mil Assistant
<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>April 19, 2019</td>
<td>Good Friday</td>
</tr>
</tbody>
</table>

*Please see above.*
April 20, 2019
Saturday

All Day
Mil Assistant: [b][c] [Space] Please See Above
April 21, 2019

Sunday

12:00 AM - 12:00 AM  

All Day

Mil Assistant(s)  

Please See Above

Easter Sunday
April 22, 2019
Monday
All Day

Mil Assistant: (b)(6)
April 23, 2019
Tuesday

12:00 AM - 12:00 AM  Mil Assistant: [Redacted]
April 24, 2019
Wednesday

12:00 AM - 12:00 AM

Mil Assistant: [b](6) 

Please See Above
April 25, 2019
Thursday

12:00 AM - 12:00 AM

Mil Assistant
April 26, 2019
Friday
12:00 AM - 12:00 AM

Please See Above
April 27, 2019
Saturday

12:00 AM - 12:00 AM

Mil Assistant: [b](6)
April 28, 2019
Sunday

All Day

Military Assistant: [b](b)(6)

Please See Above
April 29, 2019
Monday

12:00 AM - 12:00 AM

Mil Assistant: [b](b)(6)]

Please See Above