

**Under Secretary Tara O'Toole
November 1, 2010**

8:30-9:30	Office Time
9:00-10:30	Meeting with National Academy of Sciences
10:30 -11:00	Telcon -- NBAF Update
11:00-11:30	PREP – Singapore Delegation
11:30-1:00	Lunch
1:15-2:15	Briefing – Subcommittee on Standards Strategy
2:00-2:30	Phone Call with Catherine Woteki
2:30-2:45	Phone Call with Eric Houser
3:00-4:30	DTRA Speech
4:30-5:00	Office Time
5:00-5:15	Telcon with Cos DiMaggio
5:30-5:45	Scheduling Meeting
5:45 -6:00	Telecon with Phil Coyle

November 2, 2010

8:30-9:00	Office Time
9:00-9:30	Meeting with TSA on Air Cargo
9:30-10:00	Car to NAC
10:00-11:00	Bi-Weekly Components Meeting
11:00-11:30	Briefing on National Labs/Aviation Security
11:30-12:00	Weekly Meeting with Alice Hill
12:00-12:30	Car from NAC

12:30-1:30	Lunch
1:30-2:30	Meeting with Singapore Delegations
2:30-3:00	IED Pre-Brief
3:00-4:00	Meeting with Dr. Sheldon Himelfarb, Proctor Reid
4:00-4:30	Computer Printer Cartridges Discussion
4:30	Car to EEOB
5:00-6:00	IED Meeting
6:00	Car from EEOB

November 3, 2010

8:30-9:00	Office Time
9:00-9:30	IED Meeting
9:30-11:00	Strategic Planning
11:00-11:30	Office Time
11:30-12:30	Strategy Lunch
12:30-1:00	How We Improve FFDC
1:00-1:40	Office Time
1:40-1:50	Car to EEOB
2:00-3:00	IED Meeting
3:00	Car from EEOB
3:30-4:00	Office Time
4:30-5:00	POV to NAC
5:00-6:00	Nuclear Terrorism Working Group Meeting

November 4, 2010

8:30-9:00	Office Time
9:00-10:00	PREP – NBAF Briefing
10:00-10:30	Developing Cyber Security S&T Policy for UK
10:30-11:00	Office Time
11:00-11:45	Discuss S&T Priorities and How we Can Work Together with EPA
11:30-12:00	Car to Whitten Building
12:00-1:00	NBAF Briefing
1:00-1:30	Car from Whitten Building
1:30-2:00	Office Time
2:00-2:15	Phone Call Dr. Alan Rudolph
2:15-3:00	S&T Rollout Meeting
3:00-4:00	S&T Acquisition Meeting
4:00-4:30	Office Time
4:30-5:00	Courtesy Meeting with Director Kerlikowske
5:00-5:30	Performance Review
5:30-6:00	Scheduling Meeting

November 5, 2010

8:30-9:00	Office Time
9:00-12:00	Personal Time
1:00-1:30	Lunch
1:30-2:00	Phone Call with Senator Roberts
2:00-3:00	Meeting with Rand Beers

3:00-4:00	Realignment Open House
4:0-5:30	Office Time
5:30-6:00	Scheduling Meeting

November 6-12, 2010

Travel for Jerusalem for Israel Bi-lateral Meeting

November 15, 2010

Personal Day Off

November 16, 2010

8:30-9:30	Office Time
9:30-10:00	Car to NAC
10:00-11:00	Bi-Weekly Components Meeting
11:00-11:30	Car from NAC
11:30-12:00	Office Time
12:00-1:00	Lunch
1:15-1:45	Telecon with Bruce McConnell
1:45-2:00	Telecon with Pat Gallagher
2:30-3:00	Office Time
3:30-4:00	Telecon with Representative Price
4:00-4:30	PREP – National Strategy Kickoff Meeting
4:30-5:00	Pre-Brief CDWG Meeting
5:00-5:30	Telecon with Warren Stern
5:30-5:45	Telecon with Catherine Woteki
5:45 – 6:15	Scheduling Meeting

November 17, 2010

8:30-9:30	Scheduling Meeting
9:30-10:00	Pre-brief – CDWG Meeting
10:00-10:30	National Strategy Working Group Meeting
10:30-11:00	Car to Hart Building
11:00-12:00	Members Briefing – NBAF
12:00-12:30	Car from Hart Building
12:30-1:00	Realignment Space/Move Timeline
1:00-1:30	Lunch
1:30-2:00	Car to National Airport

November 18, 2010

Keynote Speaker – 2010 Chemical and Biological Defense Science and Technology Conference, Orlando, Florida

November 19, 2010

8:30-9:15	Budget Passback Discussion
9:15-10:15	S&T Roll Out Strategy
10:15-10:30	Phone Call with Duncan Brown
10:30-11:00	Briefing - Status of Advanced Spectroscopic Portal-Cargo Program
11:00-12:00	S&T Directorate Bi-Weekly Leadership Meeting
12:00-1:00	Strategy Lunch
1:30-2:00	Courtesy Visit w/Commissioner Daddario (NYPD)
2:30	Car to CIA
3:00-4:00	Inaugural Meeting of the In-Q-Tel Technology Transfer Board

4:00-4:30 Car from CIA
5:30-6:00 Scheduling Meeting

November 22-26, 2010

Personal Leave

November 29, 2010

8:30-9:30 Office Time
9:30-10:00 Discuss TAR Personnel
10:00-10:30 Phone Call with Bill Hagan
10:30-11:30 360 Assessment Follow up
11:00 Car to Whitten Building
11:30-1:00 USDA Chief Scientist and Under Secretary for Research, Education and Economic Luncheon
1:15 Car to Pentagon
1:30-1:45 Dr. Ash Carter
2:00-4:00 Capability Development Working Group Meeting
4:00 Car from Pentagon
4:30-5:00 Bio-Watch Meeting
5:00-5:30 Office Time
5:30-6:00 Scheduling Meeting

November 30, 2010

8:30-9:30 Office Time
9:30-10:00 Car to NAC

10:00-11:00	Bi-Weekly Components Meeting
11:00-11:30	Alice Hill
11:30-12:00	Car from NAC
12:00-1:00	Lunch
1:00-2:00	Bio Briefing
2:00-2:30	Office Time
2:30-3:00	Car to Pentagon
3:00-4:00	CHNS Next Steps Discussion
4:00-4:30	Car to DOE
4:30-5:30	Discuss Path Forward for ASEP
5:30-6:00	Car from DOE
5:30-6:00	Scheduling Meeting