From:	Henson, Paul
To:	Sitz, Angela
Cc:	Anna Harris; Jason Holm; Elizabeth Materna; Rollie White; Nancy Gilbert; Gary Miller; Marisa Meyer
Subject:	Re: Secretary/Governor visit Draft Bend Logisitics
Date:	Thursday, March 12, 2015 4:39:22 PM

Hi Angela,

Thanks for your quick and excellent work on this.

here is what i can answer thus far:

1. The coord of the Gov/Sec meeting is led by jamie D., working for Richard W. You should have seen Richard's email earlier today noting that he is conversing directly with DOI (Terry J. and Sarah). All the more reason to keep Jamie in the loop. E.g., he suggested that maybe the Gov and Sec could do lunch together.

2. Re. premeeting, this will need to be determined by DOI and the Gov's staff. This is something to ask Jamie. if they do have it, they also need to decide who sits in.

3. I think DOI (Terry) will send out invites. But be advised we are currently letting people know informally via word of mouth, of the event, so formal invites may not be necessary or may not cover everyone.

4/5. I don't know who should go out on that field tour, but I like your suggestions. It should be relatively small, and it may serve a "premeet" function depending on who is going along.

6/7. We'll figure this out.

Thx.

paul

4.

On Thu, Mar 12, 2015 at 4:19 PM, Sitz, Angela <angela_sitz@fws.gov> wrote:

> Hi all,
> Here is what I know so far:
>
> 1. We currently have the upstairs conference room (capacity is only 67) reserved in the Forest Service, however, it is highly likely we will have the larger downstairs conference room reserved instead. I spoke with Forest Service (FS) Public Affairs staff today and we hope to confirm that change on Monday. The large room downstairs has a capacity of 137 and has a very nice public entrance. (The room is currently scheduled for a Law Enforcement training, LE staff in charge will be back Monday and we will make the switch at that time)
> 2. As an option if the weather is nice we can do the ceremony outside at the Forest

Service, they have a great patio area that would easily accommodate over 100.

3. FS PAO has offered to assist as needed the day of the event and leading up to the event for on-site logistics. She also assured me if we need to borrow FS vehicles that would not be a problem, and she would help recruit FS drivers for the tour as needed. (They have several suburbans) She also works closely with local BLM PAO and indicated that she would likely be available to help.
4. Attached you will find a very rough itinerary for both days. This is just my first attempt to arrange things in some sort of order to move forward with.
5. I met with a landowner in Crook County today and it sounds extremely promising that they will host the tour, they are fairly progressive and have been doing sage-grouse habitat improvements for over a decade. I just sent them a draft tour route, I will let you know as soon as they are confirmed. Here is a link to draft tour map: http://goo.gl/maps/s81u9
6. For the lek visit on Saturday the 28th, I need to know who will be attending, I really would like to keep it to one vehicle, it is easily accessible with a suburban so we could take up to 8 folks. I am nervous about over sharing the lek visit as folks will want to attend, for a variety of reasons, so please advise on this.
7. Outstanding questions I have:
    1. Who is coordinating Gov/Sec meetings?
    2. Will there be a pre-meeting (prior to public celebration) with landowners/Gov etc. like the one that was scheduled to occur in Portland?
    3. Who is sending out invites and what is the status of the list? (Anna and I are chatting 3/13 about this, but wanted to capture this here)
    4. Who will be attending the field tour portion on the 27th?
    5. What other agencies folks will we be inviting? (For the field tour I suggest, local staff from the following: NRCS, SWCD, ODFW, BLM, DSL and FS along with landowners of course)
    6. Do we want to do any food and/or beverage for celebration cookies/coffee/water?
    7. Lunches if we bring them in, how do we handle this? Can we purchase anything? Water for field tour?

That is all for now. Thanks, Angela

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