

**APPENDIX B: Office of Water Meeting Request Form**

Date Received in OW: \_\_\_\_\_

FOR: Nancy Stoner ☒ Michael Shapiro ☐ Ken Kopocis ☒ Ellen Gilinsky ☒

Subject: Endangered Species Act Consultation for 316(b) Cooling Water Intake Rule

Meeting Requested By: Tom Born Date: August 28, 2013

Office Director Approval:  Date: 8/28/13

Date staff will be ready for this meeting: September 3, 2013

Latest date meeting can happen: September 3, 2013

Time needed for meeting: 20 Min \_\_\_\_\_ 45 Min \_\_\_\_\_ 1 Hr ☒ Other: \_\_\_\_\_

Purpose of the meeting:

AA decision expected?

Yes \_\_\_\_\_ No \_\_\_\_\_

Provide AA with information?

Yes \_\_\_\_\_ No \_\_\_\_\_

What specifically is to be decided or presented? Why is a meeting needed?

FWS/NOAA Senior Managers' Meeting: Elevation of 316(b) ESA Consultation Issues

Who will attend the meeting? (Give Full Names as listed in Notes and Identify Office)

**Mandatory Attendees:**

NOAA: Lois Schiffer ([lois.schiffer@noaa.gov](mailto:lois.schiffer@noaa.gov)) General Counsel (202/482-4080), [pamela.lawrence@noaa.gov](mailto:pamela.lawrence@noaa.gov), [ron.dean@noaa.gov](mailto:ron.dean@noaa.gov), [Jennifer.Schultz@noaa.gov](mailto:Jennifer.Schultz@noaa.gov), [mike.tust@noaa.gov](mailto:mike.tust@noaa.gov), [Kristine.Petersen@noaa.gov](mailto:Kristine.Petersen@noaa.gov), [Helen.Golde@noaa.gov](mailto:Helen.Golde@noaa.gov), Donna.Wieting@noaa.gov

FWS: Gary Frazer ([Garv.Frazer@fws.gov](mailto:Garv.Frazer@fws.gov)) Assit. Director Endangered Species (202/208-4646), Paul Souza ([Paul.Souza@fws.gov](mailto:Paul.Souza@fws.gov)), [patrice.ashfield@fws.gov](mailto:patrice.ashfield@fws.gov), [rick.savers@fws.gov](mailto:rick.savers@fws.gov), [drew.crane@fws.gov](mailto:drew.crane@fws.gov),

DOI: Michael\_Bean@ios.doi.gov

EPA: Elizabeth Southerland, Robert Wood, Julie Hewitt, Alexis Wade, Tom Born, Steve Neugeboren, MaryEllen Levine, Deborah Nagle, Marcus Zobrist, Richard Witt, Jamie Piziali, Dawn Messier, Juhi Saxena, Andrew Sawyers, Brenda Mallory, Lynn Zipf, Jeff Lape, Jennifer Chan, Paul Balserak, Betsy Behl

**Optional Attendees:**

Person Providing Agenda for the Meeting (mandatory):

Name: Tom Born Phone: 202-566-1001

Person Providing Briefing Material (if any) for the Meeting: None

Name: \_\_\_\_\_ Phone: \_\_\_\_\_



## ROUTING AND TRANSMITTAL SLIP

Date

08/28/13

TO: (Name, office symbol, room number,  
building, Agency/Post)

Initials

Date

1. Robert Wood

RW

8/28/13

2. Elizabeth Southerland

ES

8/28

3. Donetta Clark

DC

8/28/13

4.

5.

6.

7.

8.

9.

10.

<input type="checkbox"/> Action	<input type="checkbox"/> File	<input type="checkbox"/> Note and Return
<input type="checkbox"/> Approval	<input type="checkbox"/> For Clearance	<input type="checkbox"/> Per Conversation
<input type="checkbox"/> As Requested	<input type="checkbox"/> For Correction	<input type="checkbox"/> Prepare Reply
<input type="checkbox"/> Circulate	<input type="checkbox"/> For Your Information	<input type="checkbox"/> See Me
<input type="checkbox"/> Comment	<input type="checkbox"/> Investigate	<input checked="" type="checkbox"/> Signature
<input type="checkbox"/> Coordination	<input type="checkbox"/> Justify	

## REMARKS

Meeting request form for September 3, 2013, 316(b) ESA Senior Manager's Check-in Meeting with Nancy

DO NOT use this form as a RECORD of approvals, concurrences, disposals,  
clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)

Tom Born

Room No. - Bldg.

Phone No.  
(202) 566-1001OPTIONAL FORM 41 (Rev. 1-94)  
Prescribed by GSA