

Ct: Cynthia Browne, (b) (6)

*Janet and Joe will call the Administrator.

Attendees	Name <E-mail>	Attendance
	(b) (6) Gina <(b) (6)>	Organizer
	McCabe, Janet <(b) (6)>	Required
	Goffman, Joseph <(b) (6)>	Required
	Browne, Cynthia <(b) (6)>	Required
	Herckis, Arian <(b) (6)>	Required

▲ **Time** 4:30 PM – 11:55 PM
Subject Depart for Boston
Show Time As Busy
Alaska Airlines Flight: 2068
Departs Portland, OR (PDX): 1:30 PM PDT
Arrives Seattle, WA (SEA): 2:18 PM PDT

Alaska Airlines Flight: 734
Departs Seattle, WA (SEA): 3:20 PM PDT
Arrives Boston, MA (BOS): 11:55 PM EDT

Monday, May 26, 2014

▲ **Time** All Day
Subject Memorial Day
Show Time As Out of Office

▲ **Time** 4:15 PM – 4:45 PM
Subject Prep for Podesta
Location (b) (6) cc (b) (6) #
Show Time As Tentative

Attendees	Name <E-mail>	Attendance
	Goffman, Joseph <(b) (6)>	Organizer
	McCabe, Janet <(b) (6)>	Required
	(b) (6) Gina <(b) (6)>	Required

▲ **Time** 5:00 PM – 5:30 PM
Subject Call w/Podesta
Show Time As Busy
Call In # (b) (6) Access (b) (6)

Attendees	Name <E-mail>	Attendance
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(b) (6) Gina <(b) (6)>	Organizer
Herckis, Arian <(b) (6)>	Required
Sepp, Eryn <(b) (6)>	Required
Goffman, Joseph <(b) (6)>	Required
McCabe, Janet <(b) (6)>	Required
John Podesta <(b) (6)>	Required
Atkinson, Emily <(b) (6)>	Required
Dan Utech <(b) (6)>	Required

Tuesday, May 27, 2014

▲ **Time** 6:30 AM – 9:00 AM
Subject Personal Travel
Show Time As Busy

(b) (6)
 (b) (6)
 (b) (6)

▲ **Time** 8:30 AM – 9:00 AM
Subject FYI - Daily Check-in
Location Administrator's Office
Show Time As Busy
 Call in: (b) (6)
 Code: (b) (6)

Attendees	Name <E-mail>	Attendance
	scheduling <(b) (6)>	Organizer
	(b) (6) Gina <(b) (6)>	Required
	Deputy Administrator <(b) (6)>	Required
	KeyesFleming, Gwendolyn <(b) (6)>	Required
	Ganesan, Arvin <(b) (6)>	Required
	Garbow, Avi <(b) (6)>	Required
	Vaught, Laura <(b) (6)>	Required
	Feldt, Lisa <(b) (6)>	Required