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**From:** Miller, Amy [Miller.Amy@epa.gov]  
**Sent:** 5/24/2018 5:30:06 AM  
**To:** Stoker, Michael B. [stoker.michael@epa.gov]  
**CC:** Strauss, Alexis [Strauss.Alexis@epa.gov]  
**Subject:** FW: CIPA Annual Meeting  
**Attachments:** FILLABLE Ethics Travel Form.pdf

Mike: The week after Hawaii this is what your schedule looks like:

June 4- Fly to SFO from Burbank - San Francisco- internal meetings  
June 5- San Francisco- internal meetings, NDEP, leave for Phoenix, AZ  
June 6- Rio Salado, Phoenix, AZ  
June 7- Rio Salado, Phoenix, AZ, ADEQ (PPG Event), City of Phoenix- Local Foods Local Places, Fly to San Diego  
June 8- San Diego Field Office, internal briefings, CIPA event  
June 9 – San Diego CIPA event speech, return to home.  
June 10 – Leave for RA meeting- Chicago, IL

Several scheduling issues:

1. I would recommend that you not go down to Huntington Beach on June 5<sup>th</sup> to meet with Congressman Rohrabacher (as discussed in previous email). I think it is more important to meet in person with NDEP. We can arrange a future meeting with the Congressman.
2. CIPA meeting. As we discussed I need to fill out ethics form. Below explains how your travel would be paid. You had proposed to me that they pay your hotel for Friday and your travel back to Santa Barbara. Based on the schedule above, you will not that your car will be in Burbank. How about if we rent car in San Diego and you return it to Burbank? I am thinking it may be easier to have just your hotel paid for by the organization. (Alexis is there any issues with this).
3. Lastly for RA meeting and my understanding of your weekend plans you would like to fly out of Los Angeles. This would be contingent on it being comparable to SF ticket.

Amy C. Miller  
Chief of Staff and Ag Liaison  
Office of Regional Administrator  
U.S. Environmental Protection Agency, Region IX  
(415) 947-4198  
miller.amy@epa.gov

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**From:** Jawgiel, Steven  
**Sent:** Tuesday, May 22, 2018 12:22 PM  
**To:** Miller, Amy <Miller.Amy@epa.gov>  
**Cc:** Strauss, Alexis <Strauss.Alexis@epa.gov>  
**Subject:** RE: CIPA Annual Meeting

Good morning Amy.

Pending OGC Ethics Office approval of Mike's EPA Ethics Travel Form, Mike may speak at this event and accept travel-related gifts from CIPA. It's worth noting, Mike will not be accepting the travel costs as a personal gift. Instead, CIPA will be gifting EPA under applicable provisions of GSA's travel regulations. Therefore, Mike may not personally pay for or personally accept any travel reimbursements from CIPA. He will need to be on an approved TA, and CIPA will either need to pay

for the travel-related expenses directly (listed as in-kind on the form) or CIPA will need to reimburse EPA for the covered travel costs. You will need to discuss EPA's reimbursement mechanisms with your AO.

In order to obtain approval under the GSA travel regulations, Mike needs to submit the attached ethics travel form. I attached a PDF fillable ethics travel form that you may fill out for Mike. However, I need Mike to certify the form. After signing the form, he or you may email me a PDF copy of the completed form. As you will see on the form, you will need to determine the cost of the items covered by CIPA. Also, you will need to determine if CIPA is going pay for these items directly or if they plan to reimburse EPA for the costs. In order to expedite the approval process, it is also very helpful if you include a sentence or two about the topics Mike will be discussing in the "Describe the entity paying for the travel costs" section near the middle of the form. You should return the completed form to me for my initial review and recommendation. Thereafter, I will forward the form to OGC Ethics for their review and approval/denial of the request. Except in unforeseen circumstances, as discussed in yesterday's ethics briefing, Mike will need to obtain OGC Ethics' approval before going on this type of invitational travel.

Lastly, please keep in mind that EPA employees and officials may not solicit travel costs from non-federal entities, because those solicitations will be considered a misuse of the employee's official position. For example, Mike wants to avoid ever saying, "I will speak at your event if you pay for my travel costs." It is acceptable, for Mike to inquire whether the invitation package includes travel costs like Mike did below. However, it is best for Mike to let the event sponsor offer the travel costs first, or for Mike to say "I would like to participate, but Region 9 does not have sufficient travel funds for me to attend", and let the event sponsor respond by making the offer to cover the travel costs.

Don't hesitate to contact me with any questions. Thanks!

Steven L. Jawgiel  
Assistant Regional Counsel  
U.S. EPA, Region IX  
75 Hawthorne Street, ORC-1  
San Francisco, California 94105  
T: (415) 972-3876  
F: (415) 947-3570  
E: [jawgiel.steven@epa.gov](mailto:jawgiel.steven@epa.gov)

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**From:** Miller, Amy  
**Sent:** Monday, May 21, 2018 9:35 PM  
**To:** Jawgiel, Steven <[Jawgiel.Steven@epa.gov](mailto:Jawgiel.Steven@epa.gov)>  
**Cc:** Strauss, Alexis <[Strauss.Alexis@epa.gov](mailto:Strauss.Alexis@epa.gov)>  
**Subject:** FW: CIPA Annual Meeting

Please advise us if he can attend and if we need to fill out a the form.

It appears he is speaking.

I am not clear from email if we would pay travel

Amy C. Miller  
Chief of Staff and Ag Liaison  
Office of Regional Administrator  
U.S. Environmental Protection Agency, Region IX  
(415) 947-4198  
[miller.amy@epa.gov](mailto:miller.amy@epa.gov)

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**From:** (b) (6)  
**Sent:** Monday, May 21, 2018 4:03 PM  
**To:** Miller, Amy <[Miller.Amy@epa.gov](mailto:Miller.Amy@epa.gov)>  
**Subject:** Fwd: CIPA Annual Meeting

Sent from my iPhone

Begin forwarded message:

**From:** Laura Wilkin <[lwilkin@cipa.org](mailto:lwilkin@cipa.org)>  
**Date:** May 18, 2018 at 12:34:38 PM PDT  
**To:** Rock Zierman <[rock@cipa.org](mailto:rock@cipa.org)>, (b) (6)  
**Subject:** RE: CIPA Annual Meeting

Mike:

Our Annual Meeting will be June 7-10 at the Coronado Island Marriott in San Diego. (I've attached some information with the full schedule of events for your reference.) If you're available to speak at our General Session, that would be mid-morning on Saturday, June 9.

The hotel is nearly sold out for the weekend, so if you think you'll need a room for Friday night (June 8), I should book that now. But if you'd rather just play it by ear and potentially end up staying elsewhere, that's fine too. Please let me know either way.

I'm happy to answer any other questions you have about the meeting.

Congratulations on your appointment and good luck in your new position.

Laura

-----Original Message-----

**From:** Rock Zierman  
**Sent:** Friday, May 18, 2018 11:12 AM  
**To:** (b) (6)  
**Cc:** Laura Wilkin <[lwilkin@cipa.org](mailto:lwilkin@cipa.org)>  
**Subject:** RE: CIPA Annual Meeting

Saw the press release. Congrats! Laura will send info.

Best,  
Rock

-----Original Message-----

From: (b) (6)  
Sent: Friday, May 18, 2018 11:02 AM  
To: Rock Zierman <rock@cipa.org>  
Subject: Re: CIPA Annual Meeting

Plz resend info re your annual convention. Appointment happened today. Will be in SF next week and go get my schedule.

Mike

Sent from my iPhone

> On Apr 20, 2018, at 9:40 PM, Rock Zierman <rock@cipa.org> wrote:

>

> Featured speaker. Yes, we can cover any expenses. I'll have our events director email you. Thanks!

>

> Rock

>

> Sent from my iPhone

>

>> On Apr 20, 2018, at 10:18 AM, Mike Stoker (b) (6) wrote:

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>> Do you want me to just attend or to be the featured speaker. If the speaker agency reimburses for travel costs. If you want me as speaker let's tentatively plan on it. Send me the details.

>> Mike.

>>

>> Sent from my iPad

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>>> On Apr 20, 2018, at 8:34 AM, Rock Zierman <rock@cipa.org> wrote:

>>>

>>> I've been working with Brittney Bolen at HQ on getting someone from EPA to my Annual Meeting as a featured speaker in June in San Diego. I know you'll be drinking out of a firehose the first few months, but if it works out with your schedule, we'd love to have you. Saturday, June 9, about 500 attendees.

>>>

>>> I'll try and get down for the COLAB dinner. Should be fun!

>>>

>>> Rock

>>>

>>> Sent from my iPhone

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