

March 1, 2021

Monday

March 2021						
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April 2021						
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	MONDAY
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7 AM	
8	
9	Commute (b)(7)(F) Briefing Review/Reading Time SecretaryScheduler (OST)
10	Content Review Time Remote; SecretaryScheduler (OST) [S1 - SCHEDULED CALL] FRANCE Minister of Transportation, Jean-Baptiste Djebbari teams; SecretaryScheduler (OST)
11	Listening Tour Prep [S1] Listening Tour - Budget & Programs SecretaryScheduler (OST)
12 PM	Lunch (b) (6) Secreta
1	
2	(b) (5) (b) (6)
3	[S1 - PRESS] WH Local + Fox News Media Center, DOT SecretaryScheduler (OST)
4	[S1 - DESK TIME]
5	[S1 - BRIEFING] FHWA Grant Program Microsoft Teams Meeting; SecretaryScheduler (OST) DOT Nightly Check-in Microsoft Teams Meeting; SecretaryScheduler (OST)
6	[S1 - REVIEW] Nightly Content SecretaryScheduler (OST) Commute (b)(7)(F) [S1] Review/Approvals Solo; SecretaryScheduler (OST)
	7:00pm - 8:00pm [PERS]

March 2, 2021

Tuesday

March 2021						
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April 2021						
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	TUESDAY	
	2	
7 AM		
8	Commute (b)(7)(F)	
	[S1] (b) (6)	EOP, 97 in EEOB; SecretaryScheduler (OST)
9	[S1] (b) (5)	[S1] Stop by WH CoS Office
	Vehicle or EOB Room 428; SecretaryScheduler (OST)	West Wing; SecretaryScheduler (OST)
	[S1 - BRIEFING] (b) (5)	
	JFK conference room, White House	
	SecretaryScheduler (OST)	
10	Commute (b)(7)(F)	
		[S1] Desk Time
11		
	Content Review Time	
	Remote; SecretaryScheduler (OST)	[S1 - SCHEDULED CALL] Cass Sunstein
		Teams; SecretaryScheduler (OST)
12 PM	Lunch	
	SecretaryScheduler (OST)	
1	[S1] Walk to Media Studio + Set Up	[S1 - Event] ASCE - Report Card
	SecretaryScheduler (OST)	Media Center, DOT (Zoom)
		SecretaryScheduler (OST)
2	Walk back to Office	
	SecretaryScheduler (OST)	[PERS] (b) (6)
	[PERS] (b) (6)	
3	[S1] Follow Up - WH Briefing	
	DOT, Secretary's Office; SecretaryScheduler (OST)	[S1 - BRIEFING] Trucking Labor (b)
		Microsoft Teams Meeting
		SecretaryScheduler (OST)
4		
	DOT Nightly Check-in	
	Microsoft Teams Meeting; SecretaryScheduler (OST)	
5	[S1 - REVIEW] Nightly Content	[S1] Review/Approvals
	SecretaryScheduler (OST)	Solo; SecretaryScheduler (OST)
	Commute (b)(7)(F)	
6		
	7:00pm - 8:00pm [PERS]	

March 3, 2021

Wednesday

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	WEDNESDAY
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7 AM	
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9	Commute (b)(7)(F) Briefing Review/Reading Time SecretaryScheduler (OST)
10	[S1 - MEETING] Association of American Railroads Board of Directors GoToMeeting; SecretaryScheduler (OST) [S1 - Briefing] Standing Recovery Check-in Microsoft Teams Meeting; SecretaryScheduler (OST)
11	[S1 - PRESS] OTR Prep Microsoft Teams Meeting; SecretaryScheduler (OST) [S1 - PRESS] Standing OTR Coffee Teams; Office; SecretaryScheduler (OST)
12 PM	Content Review Time Remote; SecretaryScheduler (OST) [S1 - EVENT] National Bike Summit DOT, Media Center; SecretaryScheduler (OST)
1	[S1] Working Lunch NEC Microsoft Teams Meeting; SecretaryScheduler (OST) [S1 - MEETING] Internal - Senior Appointee Call Microsoft Teams Meeting SecretaryScheduler (OST)
2	(b) (5) zoom SecretaryScheduler (OST)
3	[S1 - SCHEDULED CALL] Bill Ford, Ford Webex; SecretaryScheduler (OST)
4	[S1 - SCHEDULED MEETING] Senator Barrasso Call-in; SecretaryScheduler (OST) [S1 - SCHEDULED MEETING] JetBlue CEO, Robin Hayes Microsoft Teams; SecretaryScheduler (OST)
5	DOT Nightly Check-in Microsoft Teams Meeting; SecretaryScheduler (OST) [S1] Review/Approvals Solo; SecretaryScheduler (OST)
6	Commute (b)(7)(F)
	7:00pm - 8:00pm [PERS]

March 4, 2021

Thursday

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THURSDAY	
4	
7 AM	
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9	Commute (b)(7)(F) Briefing Review/Reading Time SecretaryScheduler (OST)
10	[S1 - SCHEDULED CALL] Secretary Kerry (1:1) Microsoft Teams Meeting; SecretaryScheduler (OST) Content Review Time Remote; SecretaryScheduler (OST)
11	[S1 - SCHEDULED MEETING] Airlines for America Board Zoom; SecretaryScheduler (OST) [S1] Desk/Lunch
12 PM	Commute (b)(7)(F) [S1 - WH] (b) (6) EOB RM 97; SecretaryScheduler (OST)
1	[S1 - WH] (b) (6) /Lunch EOB RM 178 SecretaryScheduler (OST)
2	TENT- [S1 - WH] Pre- Meeting with POTUS SecretaryScheduler (OST) [S1 - WH] POTUS Meeting on Infrastructure SecretaryScheduler (OST)
3	
4	Commute (b)(7)(F) [S1 - SCHEDULED CALL] Australia, DPM and Minister for Infrastructure + Transport, Michael McCormick Call-in; SecretaryScheduler (OST)
5	[S1 - PRESS] Atlantic Interview Microsoft Teams Meeting; SecretaryScheduler (OST) DOT Nightly Check-in Microsoft Teams Meeting; SecretaryScheduler (OST)
6	[S1] Review/Approvals Solo; SecretaryScheduler (OST) Commute (b)(7)(F) [S1 - REVIEW] Nightly Content SecretaryScheduler (OST)
7:00pm - 8:00pm [PERS]	

March 5, 2021

Friday

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	FRIDAY
	5
7 AM	
8	
9	Commute (b)(7)(F) Briefing Review/Reading Time SecretaryScheduler (OST)
10	Content Review Time Remote; SecretaryScheduler (OST) [S1 - MEETING] Check-in with Laura Microsoft Teams Meeting; SecretaryScheduler (OST) [S1 - MEETING] (b) (5) Microsoft Teams Meeting; SecretaryScheduler (OST)
11	Walk to Media Center Record DTC - AAA School Safety Patrol Centennial Media Center, DOT; SecretaryScheduler (OST) Walk to Office [S1 - SCHEDULED CALL] Roy Sherman, Director of Advai Microsoft Teams Meeting; SecretaryScheduler (OST) Lunch (b) (6) SecretaryScheduler (OST)
12 PM	
1	Cabinet Affairs Strategy Meeting - (b) (5) Zoom
2	[S1 - BRIEFING] Bi-Weekly Legal Update Microsoft Teams Meeting; SecretaryScheduler (OST)
3	(b) (5) Zoom SecretaryScheduler (OST)
4	DOT Nightly Check-in Microsoft Teams Meeting; SecretaryScheduler (OST) [S1 - REVIEW] Nightly Content SecretaryScheduler (OST) [S1] Review/Approvals Solo; SecretaryScheduler (OST)
5	[S1 - SCHEDULED CALL] Gina McCarthy direct call; SecretaryScheduler (OST) Commute (b)(7)(F)
6	
	7:00pm - 8:00pm [PERS]

March 8, 2021

Monday

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	MONDAY	
	8	
7 AM		
8		
	Commute (b)(7)(F)	
9		Briefing Review/Reading Time SecretaryScheduler (OST)
	Content Review Time Remote; SecretaryScheduler (OST)	
10		[S1 - BRIEFING] FY 22 Budget Update Microsoft Teams Meeting SecretaryScheduler (OST)
11	[S1 - SCHEDULED MEETING] Congresswoman DeLauro Microsoft Teams Meeting; SecretaryScheduler (OST)	
12 PM	Walk to Media Studio SecretaryScheduler (OST)	[S1 - MEETING] National League of Cities (NLC) Leadership SecretaryScheduler (OST)
1	Walk to Office SecretaryScheduler (OST)	Lunch SecretaryScheduler (OST)
2	Walk to Studio SecretaryScheduler (OST)	[S1 - EVENT] National League of Cities Media Center, DOT; SecretaryScheduler (OST)
	Walk to Office	[S1 - MEETING] Strategy Session Microsoft Teams Meeting SecretaryScheduler (OST)
3		
	[S1 - BRIEFING] Racial Equity Biweekly Update Microsoft Teams Meeting; SecretaryScheduler (OST)	
4	Walk	[S1 - PRESS] Nicole Wallace Prep Microsoft Teams Meeting; SecretaryScheduler (OST)
		[S1 - PRESS] Nicole Wallace Media Center, DOT SecretaryScheduler (OST)
5	DOT Nightly Check-in Microsoft Teams Meeting; SecretaryScheduler (OST)	
	[S1] Review/Approvals Solo; SecretaryScheduler (OST)	[S1 - REVIEW] Nightly Content SecretaryScheduler (OST)
6	Commute (b)(7)(F)	
	7:00pm - 8:00pm [PERS]	

March 9, 2021

Tuesday

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	TUESDAY	
	9	
7 AM		
8		
9	Commute (b)(7)(F)	
	Content Review Time Remote; SecretaryScheduler (OST)	[S1 - PRESS] (b) (6) Interview - (b) (6) Microsoft Teams Meeting; SecretaryScheduler (OST)
10	Walk to Office	[S1] DTC Time Media Center - DOT; SecretaryScheduler (OST)
11	Commute (b)(7)(F)	[S1 - SCHEDULED MEETING] Senator Carper Teams; SecretaryScheduler (OST)
		(b) (6)
12 PM	[S1 - WH] Lunch with WH CoS + Secretary Granholm West Wing 124 (COS Suite) SecretaryScheduler (OST)	
1	Commute (b)(7)(F)	
	[S1] Desk Time	
2	[S1 - BRIEFING] Data Resources at DOT Microsoft Teams Meeting; SecretaryScheduler (OST)	
	Walk to Media Center SecretaryScheduler (OST)	
3		HOLD [S1 - PRESS] WH Local DOT - Media Center SecretaryScheduler (OST)
	Walk to Office	
4		[S1 - MEETING] LCV Zoom; SecretaryScheduler (OST)
	[S1 - SCHEDULED MEETING] Senator Capito Zoom Link; SecretaryScheduler (OST)	
5	[S1 - BRIEFING] Rail Labor (b) Microsoft Teams Meeting SecretaryScheduler (OST)	
6	[S1] Review/Approvals Solo; SecretaryScheduler (OST)	DOT Nightly Check-in Microsoft Teams Meeting; SecretaryScheduler (OST)
	Commute (b)(7)(F)	
	7:00pm - 8:00pm [PERS]	
	8:00pm - 8:45pm [S1] Writing Time - WSI(SOLO)	

March 10, 2021

Wednesday

March 2021							April 2021						
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	WEDNESDAY		
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7 AM			
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9	Commute (b)(7)(F)		Briefing Review/Reading Time SecretaryScheduler (OST)
10	[S1 - PRESS] Interview with (b) (6) Microsoft Teams Meeting; SecretaryScheduler (OST)		Content Review Time Remote; SecretaryScheduler (OST)
11	[S1 - Briefing] Standing Recovery Check-in Microsoft Teams Meeting; SecretaryScheduler (OST)		[S1 - PRESS] Standing OTR Coffee SecretaryScheduler (OST)
12 PM	OTR Prep Microsoft Teams Meeting; SecretaryScheduler (OST)		[S1 - IN PERSON MEETING] Michael Stumo and Nadia Milleron Outside the Lincoln Room SecretaryScheduler (OST)
1	Walk		Lunch (b) (6) Secreta
2	Commute (b)(7)(F)		[S1 - MEETING] Internal - Senior Appointee Call Microsoft Teams Meeting SecretaryScheduler (OST)
3	Walk to Media Center SecretaryScheduler (OST)		[S1 - EVENT] - Pritzker Forum SecretaryScheduler (OST)
4	Walk to Office		[S1 - REVIEW] Nightly Content SecretaryScheduler (OST)
5	[S1 - SCHEDULED MEETING] Spirit Airlines CEO Ted Christie and Senior Vice President *details to come; SecretaryScheduler (OST)		
6	DOT Nightly Check-in Microsoft Teams Meeting; SecretaryScheduler (OST)		[S1] Review/Approvals Solo; SecretaryScheduler (OST)
7	[PERS] (b) (6) SecretaryScheduler (OST)		Commute (b)(7)(F)
8	[PERS] (b) (6) (b) (6)		
9	7:00pm - 8:00pm [PERS]		

March 11, 2021

Thursday

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THURSDAY	
11	
7 AM	
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9	Commute (b)(7)(F)
	Briefing Review/Reading Time SecretaryScheduler (OST)
10	[S1 - SCHED] (b) (6) Interview - (b) (6) Microsoft Teams Meeting; SecretaryScheduler (OST)
	Content Review Time Remote; SecretaryScheduler (OST)
	[S1 - SCHEDULED MEETING] Congressman Larsen Microsoft Teams Meeting; SecretaryScheduler (OST)
	[S1] Desk Time
11	[S1 - SCHEDULED CALL] KOREA Ambassador to the U.S., Soo-hyuk Lee Call-in; SecretaryScheduler (OST)
	[S1 - BRIEFING] TX Title VI Microsoft Teams Meeting; SecretaryScheduler (OST)
12 PM	[S1 - SCHEDULED CALL] Secretary Raimondo (1:1) Microsoft Teams Meeting; SecretaryScheduler (OST)
	Lunch SecretaryScheduler (OST)
1	[S1 - MEETING] Strategy Session Microsoft Teams Meeting SecretaryScheduler (OST)
2	[PERS] (b) (6) Microsoft Teams Meeting; SecretaryScheduler (OST)
	[PERS] (b) (6)
	[S1 - MEETING] Senator Collins Zoom; SecretaryScheduler (OST)
3	[S1 - REVIEW] Nightly Content SecretaryScheduler (OST)
	[S1] Desk Time
4	[S1 - BRIEFING] FAA Labor (b) Microsoft Teams Meeting SecretaryScheduler (OST)
5	[S1 - SCHEDULED CALL] CPO - DOT Call re: NDCs Zoom; SecretaryScheduler (OST)
	[S1] Review/Approvals Solo; SecretaryScheduler (OST)
6	(b) (5) (b) (6) Commute (b)(7)(F) SecretaryScheduler (OST)
	[S1 - CALL] Call with Ron Klain, CoS SecretaryScheduler (OST)
	Commute (b)(7)(F) Kimmel Prep(Microsoft Teams Meeting)
	7:45pm - 8:15pm [S1 - PRESS] Jimmy Kimmel(DOT, Studio)
	7:50pm - 8:00pm Prep Call (Simultaneous to Kimmel)(Microsoft Teams Meeting)
	Commute (b)(7)(F)

March 12, 2021

Friday

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April 2021						
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	FRIDAY
	12
7 AM	Commute (b)(7)(F) [S1 - PRESS] Morning Joe DOT, Media Center; SecretaryScheduler (OST)
8	[PERS] (b) (6) (b) (6) SecretaryScheduler (OST)
9	Briefing Review/Reading Time SecretaryScheduler (OST)
10	Content Review Time Remote; SecretaryScheduler (OST) [S1 - MEETING] (b) (5) Microsoft Teams Meeting; SecretaryScheduler (OST)
11	[S1 - BRIEFING] California High-Speed Rail Project Microsoft Teams Meeting; SecretaryScheduler (OST) [S1 - BRIEFING] Biweekly EO Implementation Microsoft Teams Meeting; SecretaryScheduler (OST) [S1 - SCHEDULED CALL] Sherrilyn Ifill Microsoft Teams Meeting; SecretaryScheduler (OST)
12 PM	Lunch SecretaryScheduler (OST)
1	Cabinet Affairs Strategy Meeting
2	(b) (5) (b) (6) (b) (6)
3	[S1 - U.S. HOUSE] T&I Prep Session - Session 1 Microsoft Teams Meeting SecretaryScheduler (OST)
4	[S1] Record VM SOLO; SecretaryScheduler (OST) DOT Nightly Check-in Microsoft Teams Meeting; SecretaryScheduler (OST)
5	[S1] Review/Approvals Solo; SecretaryScheduler (OST) Commute (b)(7)(F) [S1 - REVIEW] Nightly Content SecretaryScheduler (OST)
6	Airport Time [PERS] (b) (6)
	(b) (6)

March 15, 2021

Monday

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April 2021						
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	MONDAY
	15
7 AM	Commute (b)(7)(F)
8	[S1 - EVENT] UPS Event
9	Commute (b)(7)(F)
	[S1] Desk Time
10	Content Review Time Remote; SecretaryScheduler (OST)
	[S1 - Briefing] Standing Recovery Check-in Microsoft Teams Meeting; SecretaryScheduler (OST)
11	Lunch SecretaryScheduler (OST)
12 PM	[S1 - BRIEFING] Commercial Space Licensing Microsoft Teams Meeting SecretaryScheduler (OST)
1	[S1 - PRESS] WH Press Time **DOT, Media Center SecretaryScheduler (OST)
2	[S1 - PERS] (b) (6)
3	[S1 - SCHEDULED CALL] Mohsin Syed
	[S1 - MEETING] Chris Spear, CEO, American Trucking Association. *details to come; SecretaryScheduler (OST)
4	[S1 - SCHEDULED CALL] Victoria Wassmer SecretaryScheduler (OST)
	[S1] T&I Solo Study Time
5	[S1 - REVIEW] Nightly Content SecretaryScheduler (OST)
	DOT Nightly Check-in Microsoft Teams Meeting; SecretaryScheduler (OST)
6	[S1] Review/Approvals Solo; SecretaryScheduler (OST)
	Walk to Media Center SecretaryScheduler (OST)
	[S1 - PRESS] PRETAPE - WH - Anderson Cooper DOT - Media Center; SecretaryScheduler (OST)
	7:00pm - 8:00pm [PERS]

March 16, 2021

Tuesday

March 2021							April 2021						
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	TUESDAY
	16
7 AM	
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9	Commute (b)(7)(F)
	Briefing Review/Reading Time SecretaryScheduler (OST)
10	Content Review Time Remote; SecretaryScheduler (OST)
	Walk
	[S1 - PRESS] WaPo Photos * SecretaryScheduler (OST)
	Walk
11	[S1 - MEETING] Alaska Airlines CEO Ben Minicucci *; SecretaryScheduler (OST)
	[S1] Desk Time
12 PM	Lunch SecretaryScheduler (OST)
1	[S1 - MEETING] Strategy Session Microsoft Teams Meeting; SecretaryScheduler (OST)
	[S1 - SCHEDULED CALL] Wade Henderson, the Leadership Conference on Civil and Human Rights Zoom; SecretaryScheduler (OST)
2	[S1 - BRIEFING] Bi-Weekly Legal Update Microsoft Teams Meeting; SecretaryScheduler (OST)
	[S1 - MEETING] Peter Ingram, CEO, Hawaiian Airlines Teams; SecretaryScheduler (OST)
3	[S1 - SCHEDULED CALL] Congresswoman Sheila Jackson Lee Call-in; SecretaryScheduler (OST)
	[S1 - BRIEFING] Restoring the Regulatory Environment Microsoft Teams Meeting SecretaryScheduler (OST)
4	
	[S1 - BRIEFING] Maritime + Port Issues Microsoft Teams Meeting SecretaryScheduler (OST)
5	
	[S1 - REVIEW] Nightly Content SecretaryScheduler (OST)
6	DOT Nightly Check-in Microsoft Teams Meeting; SecretaryScheduler (OST)
	[S1] Review/Approvals Solo; SecretaryScheduler (OST)
	Commute (b)(7)(F)
	[S1] (b) solo; SecretaryScheduler (OST)
	7:00pm - 8:00pm [PERS]

March 17, 2021

Wednesday

March 2021						
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April 2021						
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	WEDNESDAY
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7 AM	
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9	Commute (b)(7)(F) Briefing Review/Reading Time SecretaryScheduler (OST)
10	Content Review Time Remote; SecretaryScheduler (OST) [S1 - PRESS] Wall Street Journal Podcast Zoom; SecretaryScheduler (OST) [S1 - PRESS] OTR Prep Microsoft Teams Meeting; Raymond, Courtenay (OST) [S1 - PRESS] Standing OTR Coffee - (b) SecretaryScheduler (OST)
11	[S1 - Briefing] Standing Recovery Check-in Microsoft Teams Meeting; SecretaryScheduler (OST)
12 PM	[S1 - SCHEDULED MEETING] Katie Farmer, BNSF + Secretary Buttigieg SecretaryScheduler (OST) Lunch SecretaryScheduler (OST)
1	[S1 - MEETING] Internal - Senior Appointee Call Microsoft Teams Meeting SecretaryScheduler (OST)
2	[S1 - U.S. HOUSE] T&I Prep Session - Session 2 Microsoft Teams Meeting SecretaryScheduler (OST)
3	
4	[S1 - MEETING] Boeing CEO Webex; SecretaryScheduler (OST) [S1 - MEETING] Debra Gore-Mann, Greenlining President and CEO *details to come; SecretaryScheduler (OST) [S1 - MEETING] Senator Murphy Microsoft Teams; SecretaryScheduler (OST)
5	[S1] T&I Reading Time SOLO; SecretaryScheduler (OST) [S1 - MEETING] Senator Coons *details coming; SecretaryScheduler (OST)
6	DOT Nightly Check-in Microsoft Teams Meeting; SecretaryScheduler (OST) [S1 - REVIEW] Nightly Content SecretaryScheduler (OST) [S1] Review/Approvals Solo; SecretaryScheduler (OST) Commute (b)(7)(F)
	7:00pm - 8:00pm [PERS]

March 18, 2021

Thursday

March 2021						
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April 2021						
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	THURSDAY
	18
7 AM	
8	
9	Commute (b)(7)(F) Briefing Review/Reading Time SecretaryScheduler (OST) Content Review Time Remote; SecretaryScheduler (OST) Walk to Media Center [S1 - PRESS] Interview with Walter Isaacson for Amanpo *details to come ; SecretaryScheduler (OST)
10	Walk to Office [S1] Desk Time
11	Lunch SecretaryScheduler (OST)
12 PM	Principals Meeting WH Climate Task Force
1	
2	Walk to Media Studio [S1 - EVENT] SXSW SecretaryScheduler (OST)
3	DPC Principals Committee Meeting on Advancing Equity SecretaryScheduler (OST)
4	[S1 - BRIEFING] Build America Bureau/Credit Council Microsoft Teams Meeting Raymond, Courtenay (OST)
5	[S1 - REVIEW] Nightly Content SecretaryScheduler (OST) [S1 - (b)] CALL] Judy Chu DOT Nightly Check-in Microsoft Teams Meeting; SecretaryScheduler (OST)
6	[S1 - (b)] CALL] Nikki Caldwell Lifesaving Actions - Utah Division SecretaryScheduler (OST) Commute (b)(7)(F)
	7:00pm - 8:00pm [PERS]

March 19, 2021

Friday

March 2021						
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April 2021						
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	FRIDAY
	19
7 AM	
8	
9	Commute (b)(7)(F) Briefing Review/Reading Time SecretaryScheduler (OST)
10	Content Review Time Remote; SecretaryScheduler (OST) [S1 - MEETING] Congresswoman Granger *; SecretaryScheduler (OST) [S1 - MEETING] (b) (5) Microsoft Teams Meeting; SecretaryScheduler (OST) [S1 - BRIEFING] Prep Meeting RE: Brian Deese Call Microsoft Teams Meeting; SecretaryScheduler (OST)
11	[S1] Brian Deese/ S1 Huddle * Zoom; SecretaryScheduler (OST) [S1] Desk Time
12 PM	[S1 - MEETING] Congressman Mario Diaz Balart *; SecretaryScheduler (OST) Lunch SecretaryScheduler (OST)
1	Cabinet Affairs Strategy Meeting - (b) (5)
2	[S1] Record Voicemail/Desk Time SOLO; SecretaryScheduler (OST) [S1 - MEETING] Senator Brown WebEx; SecretaryScheduler (OST)
3	[S1 - VIRTUAL EVENT] Help is Here - Instagram Live SecretaryScheduler (OST)
4	[S1 - MEETING] Strategy Session Microsoft Teams Meeting; SecretaryScheduler (OST)
5	[S1 - REVIEW] Nightly Content SecretaryScheduler (OST) Walk to Media Center [S1] Record DTC Waterway DOT, Media Center; SecretaryScheduler (OST)
6	[S1] Review/Approvals Solo; SecretaryScheduler (OST) Commute (b)(7)(F)
	7:00pm - 8:00pm [PERS]

March 22, 2021
Monday

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	MONDAY
	22
7 AM	
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	Commute (b) (7)(F)
9	[S1 - SCHEDULED MEETING] Greater Washington Partnership Exec Board ** SecretaryScheduler (OST)
	Content Review Time Remote; SecretaryScheduler (OST)
10	[S1 - U.S. HOUSE] T&I Prep Session (b) (5) Microsoft Teams Meeting SecretaryScheduler (OST)
11	[SCHEDULED CALL] Congressman Donald Payne, Jr *; SecretaryScheduler (OST)
	Lunch SecretaryScheduler (OST)
12 PM	[S1] Catch up call - Laura + Mohsin Microsoft Teams Meeting; SecretaryScheduler (OST)
	Walk to Media Center
1	[S1 - EVENT] Northeast Corridor Commission meeting SecretaryScheduler (OST)
	Walk to Office
	Principals Committee - (b) (5) (b) (6)
2	[S1 - U.S. HOUSE] T&I Prep Session - (b) (5) Microsoft Teams Meeting SecretaryScheduler (OST)
3	[S1 - BRIEFING] Racial Equity Biweekly Update Microsoft Teams Meeting; SecretaryScheduler (OST)
4	[S1 - SCHEDULED CALL] JANET MURGUÍA Zoom; SecretaryScheduler (OST)
	[S1 - Briefing] Standing Recovery Check-in Microsoft Teams Meeting; SecretaryScheduler (OST)
5	DOT Nightly Check-in Microsoft Teams Meeting; SecretaryScheduler (OST)
	Commute (b) (7)(F)
6	

March 23, 2021
Tuesday

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	TUESDAY
	23
7 ^{AM}	
8	Commute (b)(7) (F)
9	[S1] Briefing Review/Reading
	Content Review Time Remote; SecretaryScheduler (OST)
10	[S1] Desk Time/Briefings Review
	[S1 - SCHEDULED CALL] Congratulatory Call with Commandant of the Coast Guard Microsoft Teams Meeting; SecretaryScheduler (OST)
11	[S1 - SCHEDULED CALL] Lynda Tran *; SecretaryScheduler (OST)
	[S1 - MEETING] Congresswoman Brenda Lawrence *details to come; SecretaryScheduler (OST)
12 ^{PM}	[S1 - MEETING] Strategy Session Microsoft Teams Meeting; SecretaryScheduler (OST)
	[S1 - MEETING] Senator Murkowski Call-in; SecretaryScheduler (OST)
1	Lunch SecretaryScheduler (OST)
2	Walk
	[S1 - U.S. HOUSE] T&I Prep Session (b) (5) Microsoft Teams Meeting SecretaryScheduler (OST)
3	
	Walk
4	[S1] Desk/SOLO Hearing Prep
5	[S1 - SCHEDULED CALL] Congressman Rodney Davis **; SecretaryScheduler (OST)
	Commute (b) (7)(F)
6	DOT Nightly Check-in Microsoft Teams Meeting; SecretaryScheduler (OST)

March 24, 2021
Wednesday

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April 2021						
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WEDNESDAY	
24	
7 ^{AM}	
8	Commute (b)(7)(F)
9	Content Review Time Remote; SecretaryScheduler (OST)
10	[S1 - MEETING] Canada Transport Minister Teams SecretaryScheduler (OST)
11	[S1 - Briefing] Standing Recovery Check-in Microsoft Teams Meeting; SecretaryScheduler (OST)
12 ^{PM}	[S1 - PRESS] OTR Prep Microsoft Teams Meeting; Raymond, Courtenay (OST)
1	Walk
2	[S1 - EVENT] Women's History Month DOT, Media Center; SecretaryScheduler (OST)
3	[S1 - SCHEDULED CALL] Congressman Crawford *; SecretaryScheduler (OST)
4	[S1 - SCHEDULED CALL] Congresswoman Holmes Norton *; SecretaryScheduler (OST)
5	DOT Nightly Check-in Microsoft Teams Meeting; SecretaryScheduler (OST)
6	Commute (b)(7)(F)

March 25, 2021
Thursday

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April 2021						
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	THURSDAY
	25
7 ^{AM}	
8	Commute (b) (7)(F) [S1] Briefing Review/Reading
9	Content Review Time Remote; SecretaryScheduler (OST)
10	[S1 - U.S. HOUSE] Testify T&I Committee SecretaryScheduler (OST)
11	
12 ^{PM}	
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2	
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4	[S1 - PERS] (b) (6) [S1] Review/Approvals
5	DOT Nightly Check-in Microsoft Teams Meeting; SecretaryScheduler (OST) Commute (b) (7)(F)
6	

March 26, 2021
Fr Day

March 2021						
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April 2021						
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	FRIDAY
	26
7 ^{AM}	
8	Commute (b) (7)(F)
9	Remote; SecretaryScheduler (OST)
10	[S1 - PRESS] Press Time Media Studio, DOT SecretaryScheduler (OST)
11	Walk
12 ^{PM}	[S1 - Briefing] Standing Recovery Check-in Microsoft Teams Meeting; SecretaryScheduler (OST)
1	[S1 - WH] Cabinet Affairs: (b) (5) (b) (6) Zoom
2	[S1 - MEETING] Administrative Check-in Microsoft Teams Meeting; SecretaryScheduler (OST)
3	[S1 - MEETING] Internal - Senior Appointee Call Microsoft Teams Meeting SecretaryScheduler (OST)
4	Walk
5	Walk
6	DOT Nightly Check-in Microsoft Teams Meeting; SecretaryScheduler (OST)
	Commute (b) (7)(F)

March 29, 2021
Monday

March 2021						
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April 2021						
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	MONDAY
	29
7 ^{AM}	
8	Commute (b) (7)(F)
9	[S1 - Briefing] Standing Recovery Check-in Microsoft Teams Meeting; SecretaryScheduler (OST) [S1 - WH] Principal (b) Meeting (b) (5) Zoom, DOT Office
10	[S1 - EVENT] Schumer Resked Zoom, DOT Office; SecretaryScheduler (OST)
11	[S1 - MEETING] North America -- Rick Schostek (Exec VP) and Jennifer Thomas (VP), Honda **; SecretaryScheduler (OST) Lunch SecretaryScheduler (OST)
12 ^{PM}	[S1 - WH] Offshore Wind Convening SecretaryScheduler (OST)
1	Walk to Media Studio [S1 - PRESS] Prep Call Microsoft Teams Meeting; SecretaryScheduler (OST) [S1 - PRESS] FTA Announcement on ARP Funding DOT, Studio; SecretaryScheduler (OST)
2	[S1 - BRIEFING] Security (b) (6) SecretaryScheduler (OST)
3	Walk [S1 - SCHEDULED CALL] Black Economic Alliance *details to come; SecretaryScheduler (OST) [S1] Catch up call - Laura + Mohsin Microsoft Teams Meeting; SecretaryScheduler (OST)
4	[S1 - MEETING] Senator Cardin *; SecretaryScheduler (OST) [S1] Review/Approvals
5	[S1 - EVENT] USDOT with Rep. Davids DOT, S1 Office; SecretaryScheduler (OST) [S1] Desk Time
6	Walk DOT Nightly Check-in Microsoft Teams Meeting; SecretaryScheduler (OST) [S1 - SCHEDULED CALL] David Kamin *; SecretaryScheduler (OST) Commute (b) (7)(F)

March 30, 2021
Tuesday

March 2021

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April 2021

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	TUESDAY
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7 ^{AM}	
8	Commute (b)(7)(F)
9	[S1 - SCHEDULED CALL] Administrator Guzman (1:1) *: Raymond, Courtenay (OST) [S1] Values Writing SecretaryScheduler (OST) [S1 - SCHEDULED CALL] Amb. Samantha Power aryScheduler (OST) [S1 - EVENT] AMTRAK EVENT
11	
12 ^{PM}	Commute (b)(7)(F)
1	[S1 - PREP] EU Call Microsoft Teams Meeting; SecretaryScheduler (OST) [S1 - SCHEDULED CALL] Amb Tai *: SecretaryScheduler (OST) Briefing on the American Jobs plan Raymond, Courtenay (OST)
2	[S1 - MEETING] EUROPEAN UNION Ambassador to U.S., Stavros Lambrinidis *: SecretaryScheduler (OST) [S1 - BRIEFING] Infra Rollout Microsoft Teams Meeting SecretaryScheduler (OST)
3	Walk [S1 - PRESS] SecretaryScheduler (OST)
4	Walk [S1] Desk Time [S1] Review/Approvals
5	[S1 SCHEDULED CALL] Secretary Haaland Microsoft Teams Meeting; SecretaryScheduler (OST) DOT Nightly Check-in Microsoft Teams Meeting; SecretaryScheduler (OST)
6	[S1 - PERS] (b) (6) [S1 - SCHEDULED CALL] Secretary Mayorkas 1:1 SecretaryScheduler (OST) Commute (b)(7)(F)

March 31, 2021
Wednesday

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April 2021						
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	WEDNESDAY										
	31										
7 AM	[S1 - PERS] (b) (6)										
8	Commute (b) (7)(F)										
9	[S1] Briefing Review/Reading										
	Content Review Time Remote; SecretaryScheduler (OST)										
10	[S1 - Briefing] Standing Recovery Check-in Microsoft Teams Meeting; SecretaryScheduler (OST)										
	[S1 - WH] Video Call with Senators **; SecretaryScheduler (OST)										
11	[S1 - WH] Call with House Members **; SecretaryScheduler (OST)										
12 PM	[S1 - BRIEFING] DOT Cybersecurity Microsoft Teams Meeting; SecretaryScheduler (OST)										
	Lunch SecretaryScheduler (OST)										
1	[S1] Desk Time										
	[S1 - CALL] Senator Collins *; Raymond, Courtenay (OST)										
2	[S1 - SCHEDULED CALL] Gov Beshear, Gov Whitmer, and Rep Tim Ryan *; SecretaryScheduler (OST)										
	[S1] Review/Approvals										
3	[S1 - SCHEDULED CALL] Paula Hammond + Sara Stickler at WTS International **; SecretaryScheduler (OST)										
	[S1 - MEETING] Ops Check-in Microsoft Teams Meeting; SecretaryScheduler (OST)										
4	[S1] Desk Time (b) (6)										
5	DOT Nightly Check-in Microsoft Teams Meeting; SecretaryScheduler (OST)										
	[S1 - PRESS] Prep Microsoft Teams Meeting; SecretaryScheduler (OST)										
	Walk to Media Studio										
6	[S1 - PRESS] PBS NewsHour * SecretaryScheduler (OST)										
	Commute (b) (7)(F)										
	9:50pm - 10:30pm [S1 - PRESS] Lawrence O'Donnell (b) (6)										