
Secretary Scheduler (OST) Calendar

Sunday, January 1, 2023 – Tuesday, January 31, 2023

Time zone: (UTC-05:00) Eastern Time (US & Canada)

(Adjusted for Daylight Saving Time)

January 2023

Su Mo Tu We Th Fr Sa

<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>
<u>8</u>	<u>9</u>	<u>10</u>	<u>11</u>	<u>12</u>	<u>13</u>	<u>14</u>
<u>15</u>	<u>16</u>	<u>17</u>	<u>18</u>	<u>19</u>	<u>20</u>	<u>21</u>
<u>22</u>	<u>23</u>	<u>24</u>	<u>25</u>	<u>26</u>	<u>27</u>	<u>28</u>
<u>29</u>	<u>30</u>	<u>31</u>				

▲	(b)(6)		
	[S1 - REVIEW] Holiday Travel Updates	Sun, Jan 1	8:30 AM – 9:00 AM
▲	Federal Holiday - New Year's Day Observed	Mon, Jan 2	
	[S1 - REVIEW] Holiday Travel Updates	Mon, Jan 2	8:30 AM – 9:00 AM
	[S1 - MEETING] FO Leadership		9:20 AM – 10:00 AM
▲	[S1 - PERS TRAVEL] (b)(6)	Tue, Jan 3	(b)(6)
	(b)(6)		
	[S1 - REVIEW] Holiday Travel Updates		8:00 AM – 8:30 AM
	[S1 - REVIEW] Gold Star Memorial Bridge Speech		9:00 AM – 9:15 AM
	[S1 - PERS TRAVEL] (b)(6)		(b)(6)
	(b)(6)		
▲	[S1 - REVIEW] Review/Approvals	Wed, Jan 4	10:20 AM – 10:50 AM
	[S1 - TRAVEL] (b)(7)(F)		(b)(7)(F)
	[S1 - TRAVEL]		
	[S1 - TRAVEL] (b)(7)(F) [DCA > PVD]		
	[S1 - DIGITAL] Content Review		12:40 PM – 12:50 PM
	[S1 - TRAVEL] (b)(7)(F)		(b)(7)(F)
	[S1 - TRAVEL]		
	[S1 - PRESS] DTC Gold Star Memorial Bridge		2:30 PM – 2:35 PM
	[S1 - TRAVEL] (b)(7)(F)		(b)(7)(F)
	[S1 - TRAVEL]		

[S1 - IN-PERSON EVENT] Gold Star Memorial Bridge Press Conference	3:00 PM – 4:00 PM
[S1 - IN-PERSON EVENT] Press Pull-Aside(s)	4:05 PM – 4:25 PM
[S1 - TRAVEL] (b)(7)(F)	(b)(7)(F)
[S1 - VIRTUAL BRIEFING] Pre-brief on Fox Interview	5:00 PM – 5:15 PM

▲ [S1 - TRAVEL] (b)(7)(F)	Thu, Jan 5	(b)(7)(F)
[S1 - REVIEW] Desk Time		9:00 AM – 9:50 AM
[S1 - DIGITAL] Content Review (SOLO)		9:50 AM – 10:00 AM
[S1 - IN-PERSON PERS] (b)(6)		(b)(6)
[S1 - IN-PERSON MEETING] Wealth Creation		10:10 AM – 11:40 AM
[S1 - IN-PERSON MEETING] Shelby Scales, USDOT Director OSDBU		11:40 AM – 12:00 PM
[S1 - PERS] (b)(6)		(b)(6)
[S1 - HYBRID BRIEFING] Pre-brief on Fox Interview		12:45 PM – 1:00 PM
[S1 - CALL] Governor Dan McKee (D- RI)		1:05 PM – 1:20 PM
[S1 - REVIEW] Desk Time		1:20 PM – 1:50 PM
[S1 - REVIEW] Review/Approvals		At 1:55 PM
[S1 - IN-PERSON MEETING] Nightly Check-Out		2:00 PM – 2:15 PM
[S1 - TRAVEL] (b)(7)(F)		(b)(7)(F)
[S1 - IN-PERSON MEETING] WH Cabinet		2:45 PM – 5:40 PM
[S1 - VIRTUAL BRIEFING] Pre-brief on Fox Interview		5:35 PM – 5:55 PM
[S1 - TRAVEL] (b)(7)(F)		(b)(7)(F)
[S1 - PRESS] Interview - FOX Special Report with Bret Baier (1)		6:10 PM – 6:50 PM
[S1 - TRAVEL] (b)(7)(F)		(b)(7)(F)
HOLD [S1 - PERS] (b)(6)		(b)(6)

▲ [S1 - PERS EVENT] (b)(6)	Fri, Jan 6	(b)(6)
[S1 - TRAVEL] (b)(7)(F)		(b)(7)(F)
[S1 - REVIEW] Desk Time		8:30 AM – 8:50 AM
[S1 - DIGITAL] Content Review		8:50 AM – 9:00 AM
[S1 - DIGITAL] DTC Time (2)		9:00 AM – 9:20 AM
[S1 - REVIEW] Desk Time		9:30 AM – 10:00 AM
[S1 - HYBRID BRIEFING] Pre-brief on Bob Jordan, CEO, Southwest Airlines		10:10 AM – 10:30 AM
[S1 - HYBRID BRIEFING] Pre-brief on VICE Interview - Airline Passengers		10:40 AM – 10:55 AM
[S1 - REVIEW] Desk Time		10:55 AM – 11:10 AM
[S1 - IN-PERSON GREET] University of Alaska Fairbanks Students		11:10 AM – 11:20 AM

[S1 - PERS] (b)(6)		(b)(6)
[S1 - PRESS] Vice Interview - Airline Passengers (1)		12:30 PM – 12:45 PM
[S1 - REVIEW] Desk Time		12:45 PM – 1:00 PM
[S1 - IN-PERSON MEETING] COS + DCOS		1:00 PM – 1:30 PM
[S1 - VIRTUAL MEETING] Bob Jordan, CEO, Southwest Airlines		1:30 PM – 2:00 PM
[S1 - REVIEW] Policy and Major Document Review		2:05 PM – 3:35 PM
[S1 - REVIEW] Review/Approvals		3:35 PM – 4:00 PM
[S1 - HYBRID MEETING] Nightly Check-Out		4:05 PM – 4:20 PM
[S1 - IN-PERSON MEETING] Minister Won Hee Ryong, Minister of Land, Infrastructure and Transport, Republic of Korea		4:30 PM – 5:00 PM
[S1 - REVIEW] Desk Time		5:00 PM – 5:20 PM
[S1 - PERS TRAVEL] (b)(6)		(b)(6)
[S1 - PERS EVENT] (b)(6)		
[S1 - TRAVEL] (b)(7)(F)		(b)(7)(F)
▲ [S1 - TRAVEL] (b)(7)(F)	Sun, Jan 8	(b)(7)(F)
[S1- IN-PERSON EVENT] WTS International Chair's Reception		7:15 PM – 7:45 PM
[S1 - TRAVEL] (b)(7)(F)		(b)(7)(F)
▲ [S1 - DC]	Mon, Jan 9 to Fri, Jan 13	
[S1 - TRAVEL] (b)(7)(F)	Mon, Jan 9	(b)(7)(F)
[S1 - REVIEW] Desk Time		8:30 AM – 8:50 AM
[S1 - DIGITAL] Content Review		8:50 AM – 9:00 AM
[S1 - HYBRID MEETING] Scheduling Check-In		9:00 AM – 9:20 AM
[S1 - MEETING] FO Leadership		9:20 AM – 10:00 AM
[S1 - REVIEW] Desk Time		10:15 AM – 10:45 AM
[S1 - CALL] Call Time Block		10:45 AM – 11:15 AM
[S1 - PERS] (b)(6)		(b)(6)
[S1 - IN-PERSON MEETING] EV Deployment		12:15 PM – 1:45 PM
[S1 - REVIEW] Desk Time		1:45 PM – 2:00 PM
[S1 - IN-PERSON MEETING] COS + DCOS		2:00 PM – 2:30 PM
[S1 - VIRTUAL BRIEFING] Pre-brief on NYT Interview		2:40 PM – 2:45 PM
[S1 - CALL] Interview - New York Times (1)		2:45 PM – 2:55 PM
[S1 - REVIEW] Desk Time		3:00 PM – 3:30 PM
[S1 - REVIEW] Review/Approvals		3:30 PM – 4:00 PM
[S1 - HYBDRID BRIEFING] Safe Streets For All		4:00 PM – 5:00 PM
[S1 - IN-PERSON MEETING] Nightly Check-Out		5:05 PM – 5:20 PM

	[S1 - TRAVEL] (b)(7)(F)		(b)(7)(F)
▲	[S1 - PERS] (b)(6)	Tue, Jan 10	(b)(6)
	[S1 - TRAVEL] (b)(7)(F)		(b)(7)(F)
	[S1 - REVIEW] Desk Time		8:30 AM – 9:45 AM
	[S1 - DIGITAL] Content Review		9:45 AM – 9:55 AM
	[S1 - IN-PERSON BRIEFING] Internal SWA Strategy		10:00 AM – 10:45 AM
	[S1 - REVIEW] Desk Time		10:45 AM – 11:00 AM
	[S1 - MEETING] Internal Infrastructure Implementation Check-In		11:00 AM – 12:00 PM
	[S1 - PERS] (b)(6)		(b)(6)
	[S1 - CALL] Representative Frank Pallone (D-NJ)		1:00 PM – 1:10 PM
	[S1 - IN-PERSON DROP BY] MARAD Holiday Party		1:15 PM – 1:45 PM
	[S1 - HYBRID MEETING] Public Affairs Check-In		1:50 PM – 2:40 PM
	[S1 - IN-PERSON MEETING] Nightly Check-Out		2:40 PM – 2:55 PM
	[S1 - VIRTUAL MEETING] Oregon Delegation Meeting with Secretary Buttigieg and Mitch Landrieu		3:00 PM – 3:30 PM
	[S1 - REVIEW] Desk Time		3:30 PM – 4:10 PM
	[S1 - REVIEW] Review/Approvals		4:10 PM – 4:40 PM
	[S1 - PERS TRAVEL] (b)(6)		(b)(6)
	[S1 - PERS EVENT] (b)(6)		
	[S1 - PERS TRAVEL] (b)(6)		
▲	[S1 - CALL] Billy Nolen, FAA Acting Administrator	Wed, Jan 11	6:25 AM – 6:35 AM
	[S1 - CALL] Billy Nolen, FAA Acting Administrator		7:00 AM – 7:05 AM
	[S1 - CALL] Ron Klain, WH Chief of Staff		7:05 AM – 7:10 AM
	[S1 - CALL] Ron Klain, WH Chief of Staff		7:15 AM – 7:20 AM
	[S1 - CALL] Senator Maria Cantwell (D-WA)		7:25 AM – 7:30 AM
	[S1 - CALL] Representative Rick Larsen (D-WA)		7:30 AM – 7:35 AM
	[S1 - CALL] Senator Chuck Schumer (D-NY)		7:50 AM – 7:55 AM
	[S1 - TRAVEL] (b)(7)(F)		(b)(7)(F)
	[S1 - CALL] FAA Update		8:15 AM – 8:30 AM
	[S1 - CALL] Ron Klain, WH Chief of Staff		8:30 AM – 8:35 AM
	[S1 - CALL] Senator Maria Cantwell (D-WA)		8:50 AM – 8:55 AM
	[S1 - TRAVEL] (b)(7)(F)		(b)(7)(F)
	[S1 - IN-PERSON MEETING] Hiring		9:10 AM – 10:00 AM
	[S1 - CALL] Senator Chuck Schumer (D-NY)		10:10 AM – 10:15 AM

[S1 - CALL] Representative Garrett Graves (R-LA)		10:15 AM – 10:20 AM
[S1 - REVIEW] Desk/Call Time		10:20 AM – 12:00 PM
[S1 - HYBRID BRIEFING] Pre-brief on CNN/MSNBC Interview		11:20 AM – 11:25 AM
[S1 - PRESS] CNN Interview (1)		11:35 AM – 11:50 AM
[S1 - PRESS] MSNBC Interview (1)		12:00 PM – 12:15 PM
[S1 - PERS] (b)(6)		(b)(6)
[S1 - REVIEW] Desk Time		12:30 PM – 12:55 PM
[S1 - TRAVEL] (b)(7)(F)		(b)(7)(F)
[S1 - IN-PERSON EVENT] Transportation Research Board (TRB) Annual Meeting - Chair's Plenary Session		1:15 PM – 2:00 PM
[S1 - TRAVEL] (b)(7)(F)		(b)(7)(F)
[S1 - REVIEW] Desk Time		2:25 PM – 3:00 PM
[S1 - CALL] Rep. Sam Graves		2:40 PM – 2:45 PM
[S1 - CALL] Omar Alhabra, Minister of Transport (Canada)		2:55 PM – 3:00 PM
[S1 - PRESS] Press Block - Local (3)		3:00 PM – 3:40 PM
[S1 - HYBRID BRIEFING] FAA Update		3:45 PM – 4:40 PM
[S1 - HYBRID MEETING] S2 + COS + DCOS		4:45 PM – 5:05 PM
[S1 - IN -PERSON MEETING] Nightly Check-Out		5:15 PM – 5:30 PM
[S1 - VIRTUAL MEETING] WH Weekly Cabinet Call		5:30 PM – 6:00 PM
[S1 - TRAVEL] (b)(7)(F)		(b)(7)(F)
▲ [S1 - PERS] (b)(6)	Thu, Jan 12	(b)(6)
[S1 - TRAVEL] (b)(7)(F)		(b)(7)(F)
[S1 - HYBRID MEETING] FAA Update		8:30 AM – 8:50 AM
[S1 - IN-PERSON MEETING] Stephanie Pollack, USDOT Deputy Administrator, Federal Highway Administration		8:50 AM – 9:10 AM
[S1 - CALL] Brian Deese, Director of the National Economic Council of the United States		9:10 AM – 9:20 AM
[S1 - IN-PERSON BRIEFING] Gateway		9:20 AM – 10:00 AM
[S1 - MEETING] FAA Huddle		10:05 AM – 10:20 AM
[S1 - PRESS] Press Block - Local (5)		10:20 AM – 11:10 AM
[S1 - IN-PERSON GREET] Helen Brohl, Director of the U.S. Committee on the Marine Transportation System (CMTS)		11:20 AM – 11:30 AM
[S1 - REVIEW] Desk Time		11:35 AM – 12:00 PM
[S1 - IN-PERSON MEETING] Brendan Danaher, USDOT Labor Policy Advisor		12:00 PM – 12:10 PM

[S1 - IN-PERSON GREET] (b)(6) NHTSA	12:15 PM – 12:25 PM
[S1 - PERS] (b)(6)	(b)(6)
[S1 - IN-PERSON MEETING] AV Development	1:00 PM – 2:15 PM
[S1 - HYBRID MEETING] FAA Update	2:30 PM – 3:05 PM
[S1 - IN-PERSON MEETING] FAA Meeting (Small Team)	3:05 PM – 4:05 PM
[S1 - CALL] Secretary Deb Haaland, Department of Interior	4:10 PM – 4:25 PM
[S1 - IN-PERSON BRIEFING] Pre-brief on NBC Interview - FAA	4:35 PM – 5:00 PM
[S1 - PRESS] NBC Nightly News Interview - FAA (1)	5:00 PM – 5:20 PM
[S1 - REVIEW] Desk Time	5:20 PM – 5:45 PM
[S1 - IN-PERSON MEETING] FAA Meeting (Small Team)	5:45 PM – 6:00 PM
[S1 - CALL] Senator Maria Cantwell (D-WA)	6:05 PM – 6:15 PM
[S1 - CALL] Representative Garrett Graves (R- LA)	6:15 PM – 6:25 PM
[S1 - TRAVEL] (b)(7)(F)	(b)(7)(F)
[S1 - VIRTUAL MEETING] FAA Update	9:15 PM – 9:30 PM
[S1 - VIRTUAL MEETING] FAA Meeting (Small Team)	9:30 PM – 10:00 PM

▲ [S1 - TRAVEL] (b)(7)(F)	Fri, Jan 13	(b)(7)(F)
[S1 - IN-PERSON MEETING] FAA UPDATE		9:00 AM – 9:30 AM
[S1 - TRAVEL] (b)(7)(F)		(b)(7)(F)
[S1 - DIGITAL] Record Voicemail		9:50 AM – 10:00 AM
[S1 - IN-PERSON EVENT] USDOT Ceremonial Swearing-In (GLS/FHWA)		10:05 AM – 10:45 AM
[S1 - IN-PERSON MEETING] Safety		10:55 AM – 12:25 PM
[S1 - PERS TRAVEL] (b)(6)		(b)(6)
[S1 - PERS MEETING] (b)(6)		
(b)(6)		
[S1 - PERS TRAVEL] (b)(6)		
[S1 - IN-PERSON MEETING] Trucking		2:00 PM – 2:55 PM
[S1 - HYBRID MEETING] FAA Update		3:00 PM – 3:30 PM
[S1 - IN-PERSON MEETING] FAA Update (Small Group)		3:30 PM – 3:40 PM
[S1 - IN-PERSON MEETING] Rail Labor Strategy		3:45 PM – 4:15 PM
[S1 - IN-PERSON MEETING] COS + DCOS		4:15 PM – 4:45 PM
[S1 - HYBRID MEETING] Nightly Check-Out		5:05 PM – 5:20 PM
[S1 - REVIEW] Review/Approvals		5:20 PM – 5:35 PM
[S1 - TRAVEL] (b)(7)(F)		(b)(7)(F)

▲	[S1 - VIRTUAL MEETING] FAA Update	Sat, Jan 14	3:00 PM – 3:30 PM
▲	[S1 - VIRTUAL MEETING] FAA Update	Sun, Jan 15	3:00 PM – 3:30 PM
▲	[S1 - DC]	Mon, Jan 16 to Fri, Jan 20	
	Federal Holiday - MLK Day	Mon, Jan 16	
	[S1 - PERS] (b)(6)	Mon, Jan 16	(b)(6)
	[S1 - MEETING] FO Leadership		9:20 AM – 10:00 AM
	[S1 - TRAVEL] (b)(7)(F)		(b)(7)(F)
	[S1 - IN-PERSON EVENT] MLK Day of Service - City Year		9:45 AM – 12:00 PM
	[S1 - TRAVEL] (b)(7)(F)		(b)(7)(F)
▲	[S1 - PERS] (b)(6)	Tue, Jan 17	(b)(6)
	[S1 - TRAVEL] (b)(7)(F)		(b)(7)(F)
	[S1 - REVIEW] Desk Time		8:30 AM – 8:50 AM
	[S1 - DIGITAL] Content Review		8:50 AM – 9:00 AM
	[S1 - HYBRID MEETING] Scheduling Check-In		9:00 AM – 9:20 AM
	[S1 - CALL] Gautham Raghavan, WH Director of Presidential Personnel		10:15 AM – 10:20 AM
	[S1 - IN-PERSON MEETING] Internal Infrastructure Implementation Check-In		10:25 AM – 11:25 AM
	[S1 - DROP BY] USDOT Mail Room		11:35 AM – 11:55 AM
	[S1 - PERS] (b)(6)		(b)(6)
	[S1 - IN-PERSON MEETING] Passenger Rail OTP		12:40 PM – 1:25 PM
	[S1 - CALL] Call Time Block		1:30 PM – 2:00 PM
	[S1 - REVIEW] Review/Approvals		2:00 PM – 2:30 PM
	[S1 - REVIEW] Desk Time		2:30 PM – 3:00 PM
	[S1 - BRIEFING] Safe Street for All		3:00 PM – 3:30 PM
	[S1 - REVIEW] Desk Time		3:30 PM – 4:00 PM
	[S1 - HYBRID MEETING] FAA Update		4:10 PM – 4:30 PM
	[S1 - MEETING] Nightly Check-Out		4:50 PM – 5:05 PM
	[S1 - MEETING] FO Leadership Huddle		5:05 PM – 5:25 PM
	[S1 - TRAVEL] (b)(7)(F)		(b)(7)(F)
▲	[S1 - PERS TRAVEL] (b)(6)	Wed, Jan 18	(b)(6)
	[S1 - PERS EVENT] (b)(6)		
	[S1 - TRAVEL] (b)(7)(F)		(b)(7)(F)
	[S1 - REVIEW] Desk Time		8:40 AM – 9:15 AM

[S1 - IN-PERSON MEETING] Build Good Things Well

9:15 AM – 12:15 PM

[S1 - PERS] (b)(6)

(b)(6)

[S1 - HYBRID MEETING] Internal - Department Heads

1:00 PM – 1:50 PM

[S1 - REVIEW] Desk Time

2:00 PM – 2:50 PM

[S1 - HYBRID MEETING] FAA Update

3:00 PM – 3:20 PM

[S1 - IN-PERSON BRIEFING] FAA Reauthorization

3:30 PM – 4:15 PM

[S1 - BRIEFING] Update on FAA Administrator Confirmation

4:20 PM – 4:35 PM

[S1 - MEETING] Nightly Check-Out

4:40 PM – 4:55 PM

[S1 - HYBRID MEETING] Small Group - International Travel

5:00 PM – 5:15 PM

[S1 - TRAVEL] (b)(7)(F)

(b)(7)(F)

▲ [PERS] (b)(6)

(b)(6)

[S1 - PERS] (b)(6)

Thu, Jan 19

(b)(6)

[S1 - TRAVEL] (b)(7)(F)

(b)(7)(F)

[S1 - REVIEW] Desk Time

8:30 AM – 8:50 AM

[S1 - DIGITAL] Content Review

8:50 AM – 9:00 AM

[S1 - IN-PERSON MEETING] FO Leadership - FAA Huddle

9:00 AM – 9:30 AM

[S1 - REVIEW] Policy and Major Document Review

9:30 AM – 11:00 AM

[S1 - IN-PERSON MEETING] Hiring Check-in

11:00 AM – 11:30 AM

[S1 - REVIEW] Desk Time

11:30 AM – 11:45 AM

[S1 - CALL] Interview

11:45 AM – 11:55 AM

[S1 - PERS] (b)(6)

(b)(6)

[S1 - IN-PERSON MEETING] OST Small Group - FAA Huddle

1:00 PM – 2:00 PM

[S1 - PRESS] Press Block - Local (4)

2:10 PM – 2:55 PM

[S1 - HYBRID MEETING] FAA Update

3:00 PM – 3:20 PM

[S1 - REVIEW] Desk Time

3:20 PM – 4:00 PM

[S1 - CALL] Call Time

4:00 PM – 4:15 PM

[S1 - IN-PERSON MEETING] 1:1 Jennifer Howard, COO, OST-X

4:15 PM – 4:35 PM

[S1 - IN-PERSON MEETING] Nightly Check-Out

4:45 PM – 5:00 PM

[S1 - HYBRID MEETING] FAA Check-in

5:00 PM – 5:15 PM

[S1 - REVIEW] Review/ Approvals

5:15 PM – 5:30 PM

[S1 - TRAVEL] (b)(7)(F)

(b)(7)(F)

▲ [S1 - TRAVEL] (b)(7)(F)

Fri, Jan 20

(b)(7)(F)

[S1 - REVIEW] Desk Time

8:30 AM – 8:50 AM

[S1 - DIGITAL] Content Review		8:50 AM – 9:00 AM
[S1 - IN-PERSON MEETING] Vision Zero Mayors		9:00 AM – 9:30 AM
[S1 - REVIEW] Desk Time		9:30 AM – 9:45 AM
[S1 - PERS] (b)(6)		(b)(6)
[S1 - HYBRID MEETING] FHWA Budget		10:00 AM – 10:20 AM
[S1 - REVIEW] Desk Time		10:20 AM – 10:40 AM
[S1 - TRAVEL] (b)(7)(F)		(b)(7)(F)
[S1 - IN-PERSON EVENT] U.S. Conference of Mayors Winter Meeting		11:00 AM – 11:30 AM
[S1 - TRAVEL] (b)(7)(F)		(b)(7)(F)
[S1 - REVIEW] Desk Time		11:50 AM – 12:15 PM
[S1 - HYBRID MEETING] Nightly Check-Out		12:15 PM – 12:30 PM
[S1 - HYBRID MEETING] FAA Check-in		12:30 PM – 12:40 PM
[S1 - HYBRID MEETING] FAA Update		12:40 PM – 1:00 PM
[S1 - HYBRID MEETING] FAA Update		12:40 PM – 1:00 PM
[S1 - PERS] (b)(6)		(b)(6)
[S1 - TRAVEL] (b)(7)(F)		(b)(7)(F)
[S1 - IN-PERSON EVENT] WH Mayors Reception		1:55 PM – 3:30 PM
[S1 - DROP BY] WH Fellows Commission		3:35 PM – 3:45 PM
[S1 - REVIEW] Desk Time		3:45 PM – 4:15 PM
[S1 - CALL] Call Time - Trip Notifications (CA)		4:15 PM – 4:35 PM
[S1 - PERS TRAVEL] (b)(6)		(b)(6)
[S1 - PERS TRAVEL]		
[S1 - PERS EVENT] (b)(6)		
[S1 - TRAVEL] (b)(7)(F)		(b)(7)(F)
▲ [S1 - PERS TRAVEL] (b)(6)	Sat, Jan 21	(b)(6)
[S1 - PERS EVENT] (b)(6)		
[S1 - PERS TRAVEL] (b)(6)		
[S1 - TRAVEL] (b)(7)(F)		(b)(7)(F)
[S1 - PERS EVENT] (b)(6)		(b)(6)
[S1 - TRAVEL] (b)(7)(F)		(b)(7)(F)
▲ [S1 - TRAVEL] (b)(7)(F)	Sun, Jan 22	(b)(7)(F)
[S1 - TRAVEL]		
[S1 - TRAVEL] (b)(7)(F) (DCA > SFO)	(b)(7)(F)	
▲ [S1 - TRAVEL] (b)(7)(F)	Mon, Jan 23	
[S1 - TRAVEL]	(b)(7)(F)	(b)(7)(F)
[S1 - TRAVEL]		

[S1 - MEETING] FO Leadership	9:20 AM – 10:00 AM
[S1 - DIGITAL] Content Review	11:10 AM – 11:20 AM
[S1 - PERS TRAVEL] (b)(6)	(b)(6)
[S1 - PERS] (b)(6)	
[S1 - TRAVEL] (b)(7)(F)	(b)(7)(F)
[S1 - VIRTUAL BRIEFING] Pre-brief on Interview	12:35 PM – 12:45 PM
[S1 - IN-PERSON EVENT] Golden Gate Bridge Press Conference	12:55 PM – 1:55 PM
[S1 - PRESS] Press Pull-Asides (1)	1:55 PM – 2:20 PM
[S1 - TRAVEL] (b)(7)(F)	(b)(7)(F)
[S1 - PRESS] Press Interview (1)	2:30 PM – 2:40 PM
[S1 - VIRTUAL MEETING] Nightly Check-Out	2:45 PM – 3:00 PM
[S1 - TRAVEL] (b)(7)(F)	(b)(7)(F)
[S1 - TRAVEL]	
[S1 - TRAVEL] (b)(7)(F) (SFO > IAD)	
[S1 - REVIEW] Policy and Major Document Review	5:00 PM – 6:30 PM
[S1 - TRAVEL] (b)(7)(F)	(b)(7)(F)
[S1 - TRAVEL]	
[S1 - CALL] Follow-Up Huddle	9:25 PM – 9:40 PM

▲ [S1 - DC]	Tue, Jan 24 to Fri, Jan 27	
[S1 - PERS] (b)(6)	Tue, Jan 24	(b)(6)
[S1 - PERS TRAVEL] (b)(6)		
[S1 - PERS EVENT] (b)(6)		
[S1 - TRAVEL] (b)(7)(F)		(b)(7)(F)
[S1 - REVIEW] Review/Approvals		11:15 AM – 11:40 AM
[S1 - PERS] (b)(6)		(b)(6)
[S1 - DIGITAL] Content Review		11:50 AM – 12:00 PM
[S1 - VIRTUAL MEETING] WHIIT 1:1 Agency Meeting with Secretary Buttigieg (Department of Transportation)		12:00 PM – 1:00 PM
[S1 - REVIEW] Desk Time		1:00 PM – 1:20 PM
[S1 - DIGITAL] DTC Time [2]		1:20 PM – 1:50 PM
[S1 - HYBRID MEETING] FY 2024 Budget Passback/Appeal		2:00 PM – 2:40 PM
[S1 - MEETING] DCOS + COS + Senior Advisors		2:45 PM – 3:00 PM
[S1 - REVIEW] Desk Time		3:25 PM – 3:40 PM
[S1 - PERS TRAVEL] (b)(6)		(b)(6)
[S1 - PERS EVENT] (b)(6)		
[S1 - TRAVEL] (b)(7)(F)		(b)(7)(F)

[S1 - IN-PERSON EVENT] WH 118th Congress New Members Reception 4:45 PM – 6:00 PM

[S1 - CALL] Mohsin Syed, USDOT A/S for Governmental Affairs 6:00 PM – 6:20 PM

[S1 - TRAVEL] (b)(7)(F) (b)(7)(F)

▲ [S1 - PERS TRAVEL] (b)(6) Wed, Jan 25 (b)(6)
[S1 - PERS EVENT] (b)(6)
[S1 - TRAVEL] (b)(7)(F) (b)(7)(F)
[S1 - DIGITAL] Content Review 8:50 AM – 9:00 AM
[S1 - HYBRID MEETING] Reconnecting Communities 9:00 AM – 9:45 AM
[S1 - IN -PERSON MEETING] Shailen Bhatt, FHWA Administrator 9:50 AM – 10:20 AM
[S1 - IN-PERSON MEETING] Follow Up - Build Good Things Well – Research 10:25 AM – 10:55 AM
[S1 - PRESS] Press Block - Local (3) 11:00 AM – 12:00 PM
[S1 - IN-PERSON EVENT] Lunch with USDOT Staff 12:00 PM – 12:45 PM
[S1 - PERS] (b)(6) (b)(6)
[S1 - IN-PERSON BRIEFING] Supply Chain 1:05 PM – 1:25 PM
[S1 - HYBRID BRIEFING] Policy Catch-All 1:30 PM – 2:00 PM
[S1 - IN-PERSON MEETING] Nightly Check-Out 2:00 PM – 2:45 PM
[S1 - IN-PERSON MEETING] Huddle 2:45 PM – 3:05 PM
[S1 - HYBRID MEETING] FAA Daily Update 3:05 PM – 3:25 PM
[S1 - IN-PERSON MEETING] Q1 Travel Follow Up 3:40 PM – 4:00 PM
[S1 - VIRTUAL EVENT] 2023 Finishing Industries Forum 4:00 PM – 4:30 PM
[S1 - IN-PERSON MEETING] Huddle 4:35 PM – 4:50 PM
[S1 - REVIEW] Review/Approvals 5:00 PM – 5:30 PM
[S1 - VIRTUAL MEETING] WH Weekly Cabinet Call 5:30 PM – 6:00 PM
[S1 - TRAVEL] (b)(7)(F) (b)(7)(F)
[S1 - PERS EVENT] (b)(6) (b)(6)

▲ [S1 - PERS] (b)(6) Thu, Jan 26 (b)(6)
[S1 - PERS TRAVEL] (b)(6)
[S1 - PERS EVENT] (b)(6)
[S1 - PERS TRAVEL] (b)(6)
[S1 - REVIEW] Desk Time 10:10 AM – 10:30 AM
[S1 - TRAVEL] (b)(7)(F) (b)(7)(F)
[S1 - HYBRID MEETING] WHIIT Task Force Meeting 11:00 AM – 12:00 PM

[S1 - IN-PERSON MEETING] Hudson Tunnel Discussion With Mitch

12:00 PM – 1:00 PM

[S1 - TRAVEL] (b)(7)(F)

(b)(7)(F)

[S1 - PERS] (b)(6)

(b)(6)

[S1 - IN-PERSON EVENT] USDOT Awards Ceremony

1:55 PM – 3:30 PM

[S1 - REVIEW] Desk Time

3:30 PM – 3:55 PM

[S1 - PRESS] Ferries Announcement Press Call

3:55 PM – 4:25 PM

[S1 - REVIEW] Desk Time

4:30 PM – 4:45 PM

[S1 - IN-PERSON MEETING] S2 Check-In

4:45 PM – 5:35 PM

[S1 - IN-PERSON MEETING] Nightly Check-Out

5:35 PM – 5:50 PM

[S1 - TRAVEL] (b)(7)(F)

(b)(7)(F)

▲ PERS

(b)(6)

(b)(6)

[S1 - DIGITAL] Record Voicemail

Fri, Jan 27

9:05 AM – 9:15 AM

[S1 - CALL] Senator Chuck Schumer (D-NY)

9:15 AM – 9:25 AM

[S1 - CALL] Director Shalanda Young

10:00 AM – 10:15 AM

[S1 - REVIEW] Desk Time

10:15 AM – 12:00 PM

[S1 - VIRTUAL BRIEFING] Child Seating

12:10 PM – 12:30 PM

[S1 - VIRTUAL BRIEFING] Pre-brief on Safety Interviews

12:40 PM – 12:55 PM

[S1 - CALL] VPOTUS

1:20 PM – 1:35 PM

[S1 - PRESS] Press Block - Safety (5)

1:45 PM – 3:00 PM

[S1 - CALL] Secretary Rodney Slater

3:00 PM – 3:20 PM

[S1 - VIRTUAL MEETING] Nightly Check-Out

4:00 PM – 4:15 PM

[S1 - PERS TRAVEL] (b)(6)

(b)(6)

[S1 - PERS] (b)(6)

[S1 - PERS TRAVEL] (b)(6)

▲ PERS

(b)(6)

(b)(6)

[S1 - PERS TRAVEL] (b)(6)

Sat, Jan 28

(b)(6)

[S1 - PERS] (b)(6)

[S1 - PERS TRAVEL] (b)(6)

▲ PERS

(b)(6)

(b)(6)

[S1 - VIRTUAL BRIEFING] (b)(5)

Sun, Jan 29

12:30 PM – 1:00 PM

[S1 - VIRTUAL MEETING] (b)(5)

1:20 PM – 1:30 PM

(b)(5)

[S1 - VIRTUAL MEETING] (b)(5)

1:30 PM – 2:00 PM

(b)(5)

▲ [S1 - TRAVEL]

(b)(7)(F)

(b)(7)(F)

[S1 - TRAVEL] (b)(7)(F)	Mon, Jan 30	(b)(7)(F)
[S1 - REVIEW] Desk Time		8:30 AM – 8:50 AM
[S1 - MEETING] FO Leadership		9:20 AM – 10:00 AM
[S1 - PERS] (b)(6)		(b)(6)
[S1 - PRESS] Press Block - Safety (6)		10:05 AM – 11:30 AM
[S1 - TRAVEL] (b)(7)(F)		(b)(7)(F)
[S1 - PERS] (b)(6)		(b)(6)
[S1 - VIRTUAL BRIEFING] Pre-brief on TIME Interview		12:10 PM – 12:30 PM
[S1 - REVIEW] Desk Time		12:50 PM – 1:30 PM
[S1 - IN-PERSON EVENT] Pre- program Event		1:30 PM – 1:55 PM
[S1 -IN-PERSON EVENT] Hold/ Photoline		1:55 PM – 2:25 PM
[S1 -IN-PERSON EVENT] POTUS Speaking Program		2:25 PM – 3:10 PM
[S1 - TRAVEL] (b)(7)(F)		(b)(7)(F)
[S1 - CALL] Call Time Block		3:40 PM – 4:10 PM
[S1 - VIRTUAL MEETING] Nightly Check-Out		4:10 PM – 4:25 PM
[S1 - REVIEW] Desk Time		4:40 PM – 5:00 PM
[S1 - HYBRID MEETING] Options on Child Seating for Competition Council Discussion		5:00 PM – 5:30 PM
[S1 - REVIEW] Review/Approvals		5:30 PM – 5:50 PM
[S1 - TRAVEL] (b)(7)(F)		(b)(7)(F)

▲ [S1 - TRAVEL] NY	Tue, Jan 31	
[S1 - TRAVEL] (b)(7)(F) with S2	Tue, Jan 31	(b)(7)(F)
[S1 - TRAVEL] (b)(7)(F)		
[S1 - TRAVEL] (b)(7)(F) (DCA > LGA)		
[S1 - DIGITAL] Content Review		8:20 AM – 8:30 AM
[S1 - REVIEW] Review/Approvals		8:30 AM – 9:00 AM
[S1 - TRAVEL] (b)(7)(F)		(b)(7)(F)
[S1 - TRAVEL]		
[S1 - IN-PERSON EVENT] Pre-Event For POTUS Event		10:30 AM – 12:15 PM
[S1 - IN-PERSON EVENT] WH West Side Yard Infrastructure Event		12:15 PM – 1:50 PM
[S1 - TRAVEL] (b)(7)(F)		(b)(7)(F)
[S1 - VIRTUAL MEETING] Nightly Check-Out		2:15 PM – 2:30 PM
[S1 - PERS] (b)(6)		(b)(6)
[S1 - TRAVEL] (b)(7)(F)		(b)(7)(F)
[S1 - TRAVEL] (b)(7)(F) (JFK > ADW)		
[S1 - TRAVEL] (b)(7)(F)		
[S1 - TRAVEL]		

