

**Under Secretary Tara O'Toole
Friday, October 1, 2010**

8:30-9:30 Office Time

9:30-10:30 Discuss FY 12 Funding and Priorities with FEMA

11:00-12:00 ASEP Status Report

12:00-1:00 Lunch

2:00-2:30 PREP --Visit by Israel (IL) Embassy Representatives

2:30-3:00 Update on UN

3:00-3:30 Review S&T Message

3:30-4:00 Pre-brief – BEAT Meeting

5:30 -6:00 Scheduling Meeting

Monday, October 4, 2010

8:30-9:30 Office Time

9:30-10:00 David Boyd

10:00-10:30 Discuss HSSTAC

11:00-1:30 Pre-brief the Secretary – Aviation Security

12:00-1:30 Lunch

2:00-2:30 Review S&T Color Scheme

2:30-3:30 Pre-brief -- BEAT meeting & discuss S&T Priorities Meeting with EPA

3:30-5:30 Review ASEP Paper

5:30-6:00 Scheduling Meeting

Tuesday, October 5, 2010

8:00-9:30 Working Breakfast
10:00-11:00 Bi-Weekly Components Meeting
11:00-11:30 Weekly Meeting with Counselor to the Secretary
12:00-1:00 Lunch
1:00-1:30 Phone call with Philippa Moore
1:30-2:30 Discuss NBACC Research Plan
2:30-3:00 Discuss Status of NBACC and Evaluating Cost
3:00-3:30 Courtesy Visit with Todd Keil
3:30-4:00 Office Time
4:00-5:00 Path Forward for Biothreat Assessment
5:30-6:00 Scheduling Meeting

Wednesday, October 6, 2010

9:30-1:30 Attend BEAT Meeting
2:00-3:00 Meeting with HSARPA Staff
3:00-3:30 CCD Outreach Meeting
3:30-4:30 Tom Inglesby
5:00-6:00 Nuclear Terrorism Working Group Meeting
6:00-6:30 Scheduling Meeting

Thursday, October 7, 2010

9:00-10:00 Meeting with First Responder Staff
10:00-11:00 Meeting with Acquisition Support and Operations Analysis Staff

11:00-12:00 CCI Meeting
12:00-1:00 Working Lunch
1:00-2:00 Office Time
2:00-2:30 Rollout Briefing
2:30-4:00 Outcome of Navigant Review
4:00-5:00 Monthly Intelligence Meeting
5:00-6:00 Scheduling Meeting

Friday, October 8, 2010

8:30-9:30 Office Time
9:30-10:00 Biodefense and ATCC Working Closely with DHS
10:00-11:00 Meeting with Research and Development Partnerships Staff
11:00-11:30 OUP Meeting
11:30-11:45 Phone call with Under Secretary Woteki
12:00-1:00 Lunch
1:00-2:00 Basic Research Review – CBD
2:00-2:30 Office Time
2:30-3:30 IND Response and Recovery Activities
3:30-4:00 Office Time
4:00-5:00 Review S&T Message
5:00 Scheduling Meeting

Tuesday, October 12, 2010

8:30-9:00 Office Time
9:00-9:30 Transportation to NAC
9:30-10:00 Weekly Meeting with Alice Hill
10:00-11:00 Bi-weekly Department Leadership Meeting
11:00-11:30 Transportation from NAC to VTA
11:30-12:00 Office Time
12:00-1:00 Lunch
1:00-1:30 Jamie Johnson
1:30-2:00 Bi-weekly S&T Leadership Meeting
3:00-4:30 Aviation Security Governance Board Meeting
5:30-6:00 Scheduling Meeting

Wednesday, October 13, 2010

9:00-5:00 S&T Offsite Meeting

Thursday, October 14, 2010

8:30-9:00 Transportation to [REDACTED] VA
9:15-10:30 Kickoff/Key Note Address TSA Offsite Meeting
10:30-11:00 Transportation to Office
11:00-12:00 National Strategy Pre-brief
12:00-1:00 Lunch

1:00-1:15 Phone call with Phil DePoy
1:30-1:45 Phone call with Anh Duong, David Taylor
1:30-2:00 Transportation to NAC
2:00-2:30 Global Supply Chain Security Strategy
2:30-3:00 Transportation from NAC to Office
3:30-4:00 Paul Benda
4:00-5:00 Michael Hopmeier, Paul Benda
5:00-5:30 Spanky Kirsch
5:30-6:00 Scheduling Meeting

Friday, October 15, 2010

8:30-10:15 Office Time
10:15-10:30 Michael Valivullah
10:30-12:00 Office Time
12:00-1:00 Lunch
1:00-2:00 S&T All Hands Meeting
2:00-2:30 Monthly Meeting with Dr. Garza
2:30-3:00 Review S&T Message w/Matt Brennan
3:00-5:00 Office Time
5:30-6:00 Scheduling Meeting

October 18, 2010

8:30-9:30 Office Time
9:50-10:50 Transportation to NAC
10:00-10:15 Pre-meeting with Deputy Secretary
10:15-11:00 National Labs/Aviation Security
11:00-1:00 Lunch
1:00-1:30 Office Time
1:30-2:30 Monthly Meeting with S&T Division Directors
2:30-3:30 PREP – ACE/Container Security/Interoperability Meeting
3:30-4:30 PREP – Israel Bilateral Trip
4:30-5:30 Conference Call w/Alice Hill, Professor Canizares
5:30-6:00 Scheduling Meeting

October 19, 2010

8:30-12:00 Office Time
12:00-1:00 Lunch
1:00-1:30 Performance Review
1:30-3:00 Realignment Discussion
3:00-4:00 Office Time
4:00-4:30 Phone Call with Juliette Kayyem
4:30-5:00 Phone Call with Warren Stern
5:30-6:00 Scheduling Meeting

October 20, 2010

8:30-9:00 Office Time

9:00-10:00 Strategic Plan Implementation

10:00-11:00 Office Time

11:00-12:00 Lunch

12:00-12:15 Transportation to Eisenhower Executive Office Building

12:30-2:00 SEBIBS Meeting

2:00-2:15 Transportation from EEOB to Office

2:30-3:00 Phone Call with Shelly Metzenbaum

3:00-3:30 Office Time

3:30-4:00 University Summit Discussion

4:00-4:30 Phone Call with Catherine Woteki

4:30-5:00 Transportation to NAC

5:00-6:00 Nuclear Terrorism Working Group Meeting

October 21, 2010

8:30-9:30 Office Time

9:30-10:00 Currency Detection Briefing

10:00-11:00 Monthly Meeting – APEX Store

11:15-12:00 IPC Briefing

12:00-1:00 Lunch

1:00-1:30 Performance Review

1:30-2:15 Formation of In-Q-Tel Technology Transfer Board Meeting
2:30-4:00 Disruptive Tech Briefing
4:00-4:30 Phone call with David Morey
4:30-5:00 Office Time

October 22, 2010

9:00 – 11:00 NSTC Committee on Homeland and National Security Meeting
11:30 Personal
1:00 – 2:00 Meeting on R&D Performance Measures
2:30 – 5:00 Office Time

October 25, 2010

9:00 – 9:30 Classified Document
9:30 – 10:30 Bi-Weekly S&T Leadership Meeting
11:00 -- 12:30 IPC Meeting
12:30 Car to National Airport
2:00 -- 4:00 Depart for Jackson, MS
6:10 Arrive Jackson, MS

October 26-27, 2010

Tour and Meeting with US Army Engineer Research and Development Center Personnel,
Jackson, MS

October 28, 2010

9:30 – 10:00 NBAF Discussion

11:00 – 11:30	Mission Executive Council Pre-brief
11:30 – 12:00	CBP Follow-up Pre-brief
12:00 – 1:00	SES/ST/SL Performance Appraisal Brown Bag
1:00 – 2:00	SES Performance Appraisals
3:15 – 4:00	Homeland Security Terrorism Threat Conference
4:00 – 5:00	Nuclear Terrorism Working Group Meeting

October 29, 2010

9:30 – 11:30	Mission Executive Council Meeting
12:00 – 1:00	Lunch
1:00 – 2:00	Review S&T Message
2:00 – 2:30	Paul Benda
2:30 – 3:30	CBP/S&T Follow-up Meeting
5:30 – 6:00	Scheduling Meeting