



DEPARTMENT OF HEALTH & HUMAN SERVICES

Office of the Secretary
Assistant Secretary for Public Affairs
Washington, D.C. 20201

Request No. 2020-00435-FOIA-OS
Request No. 2020-00316-FOIA-OS
Jacqueline Stevens v. HHS et al, Civil No. 22-cv-05072

July 20, 2023

Ms. Jacqueline Stevens
Northwestern University
Evanston, IL 60208
Via email: drc@northwestern.edu

Dear Ms. Stevens:

This letter is the 8th interim response to the above-referenced Freedom of Information Act (FOIA) requests submitted to the U.S. Department of Health and Human Services (HHS). Specifically, you requested:

Records tied to the hiring, transfers, and scope of work performed by Lauren Underwood at HHS.

- 1) All position announcements associated with any jobs she held at HHS.
- 2) All reports, memorandums, or analyses she produced, including but not limited to her work on Ebola and other emergency public health matters.
- 3) All travel itineraries.
- 4) All expense reports.

The time frame of this request is January 1, 2010 to January 22, 2017.

For this release, the Department processed 554 pages of potentially responsive records captured in the agency's search. After careful review, I determined 534 pages were not relevant to your request. Twelve pages are released in their entirety and 8 pages are disclosed in part with portions redacted pursuant to Exemption (b)(6) of the FOIA (5 U.S.C. §§ 552).

FOIA exemption (b)(6) permits a federal agency to withhold information and records about individuals in "personnel and medical files and similar files, the disclosure of which would constitute a clearly unwarranted invasion of personal privacy." The definition of "similar files" has historically been broadly interpreted to include a wide variety of files, and the United States Supreme Court has held that Congress intended the term "similar files" to be interpreted broadly, rather than narrowly. In this case, the information withheld consists of personal or undisclosed email addresses, cell phone numbers and other personal information.

We will continue to review the remaining records as efficiently and expeditiously as possible. Should you have questions or concerns regarding the Department's response and/or the processing of your request, any such issues should be communicated to your legal counsel and Department of Justice Attorney representing the Department in this matter.

Sincerely yours,

Alesia Y. Williams

Alesia Y. Williams
Director, FOIA Appeals and Litigation
FOI/Privacy Act Division

Enclosure: 20 pages

From:	Lurie, Nicole (OS/ASPR/IO) /O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=8EB6325DE6044D8FA04C013E2CF73258-LURIE, NICO <Nicole.Lurie@hhs.gov>
To:	Underwood, Lauren (HHS/ASPR/IO) /o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=user263e5598 <Lauren.Underwood@hhs.gov>
Subject:	RE: Schedule and Material For Tomorrow
Date:	2015/11/02 18:43:26
Priority:	Normal
Type:	Note

Oye-again!!

From: Underwood, Lauren (HHS/ASPR/IO)
Sent: Monday, November 02, 2015 6:43 PM
To: Lurie, Nicole (OS/ASPR/IO)
Cc: Weinberger, Collin (OS/ASPR/IO) (CTR); Devore, Christopher (OS/ASPR/IO) (CTR); Moss, Marcille (OS/ASPR/IO)
Subject: Re: Schedule and Material For Tomorrow

Monica Lathan's material -- she wanted to have a professional development chat.

From: Lurie, Nicole (OS/ASPR/IO)
Sent: Monday, November 2, 2015 6:41:28 PM
To: Underwood, Lauren (HHS/ASPR/IO)
Cc: Weinberger, Collin (OS/ASPR/IO) (CTR); Devore, Christopher (OS/ASPR/IO) (CTR); Moss, Marcille (OS/ASPR/IO)
Subject: RE: Schedule and Material For Tomorrow

Do you know what this document is labeled Lurie-about professional development?

From: Underwood, Lauren (HHS/ASPR/IO)
Sent: Monday, November 02, 2015 4:18 PM
To: Lurie, Nicole (OS/ASPR/IO)
Cc: Weinberger, Collin (OS/ASPR/IO) (CTR); Devore, Christopher (OS/ASPR/IO) (CTR); Moss, Marcille (OS/ASPR/IO)
Subject: Schedule and Material For Tomorrow

Hi Nicki,

Here's what tomorrow looks like:

8:00 – 8:30 Transport to CENTRA

8:30 – 9:00 DTRA TRAC Meeting: DTRA's R&D Program (These meetings will include discussion at the secret level or higher so Collin and I will not be able to staff the meeting)

9:00 – 10:00 DTRA TRAC Meeting: Collaboration with Interagency Partners

10:00 – 10:30 Transport to Humphrey

11:00 – 11:30 Monica Lathan

11:30 – 12:00 Stop by GHSI Communicators Network meeting

12:15 – 12:45 CFC Video Voiceover Recording (tentative – draft script attached)

1:00 – 3:00 PHEMCE Portfolio Review: AMR/CARB

3:00 – 3:30 Biweekly meeting with Robin Robinson
3:30 – 4:00 FY 15 SES Performance Appraisal: Ed Gabriel
4:00 – 4:30 Meeting with Elizabeth Fischmann

Thanks,
Lauren Underwood

Lauren A. Underwood, RN

Special Assistant to the Assistant Secretary for Preparedness and Response
Office of the Assistant Secretary for Preparedness and Response
U.S. Department of Health & Human Services
Room 639D, Humphrey Building
Phone: 202-205-4246

Sender:	Lurie, Nicole (OS/ASPR/IO) /O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=8EB6325DE6044D8FA04C013E2CF73258-LURIE, NICO <Nicole.Lurie@hhs.gov>
Recipient:	Underwood, Lauren (HHS/ASPR/IO) /o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=user263e5598 <Lauren.Underwood@hhs.gov>
Sent Date:	2015/11/02 18:43:24
Delivered Date:	2015/11/02 18:43:26

From:	Falk, Kathleen (OS/IEA) /O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=CB5FD7EB0C854E9794281FC7FBA1B29B-FALK, KATHL <Kathleen.Falk@hhs.gov>
To:	Underwood, Lauren (HHS/ASPR/IO) /o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=user263e5598 <Lauren.Underwood@hhs.gov>
CC:	Allen, Ronald (OS/IEA) /o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=cf7922b991024ddd8c01be28db3cc562-Allen, Rona <Ronald.Allen@hhs.gov>
Subject:	RE: Dr. Lurie's upcoming travel
Date:	2015/11/02 13:23:40
Priority:	Normal
Type:	Note

Dear Lauren,

Thanks, again, for your patience. We are sooooo grateful for the offer of Dr. Lurie to do a noon OE activity on Nov. 10. However, we have checked with our partners and they are not finding anything on their dockets that would maximize the use of Dr. Lurie's valuable time – so at this point, we should decline your terrific offer.

Thanks, again, for the offer. I hope in the future we can make something happen.

From: Underwood, Lauren (HHS/ASPR/IO)
Sent: Monday, November 02, 2015 7:15 AM
To: Falk, Kathleen (OS/IEA)
Cc: Allen, Ronald (OS/IEA)
Subject: RE: Dr. Lurie's upcoming travel

Hi Kathleen,
Hope you had a nice weekend! We are finalizing Dr. Lurie's travel plans for next week – do you need her to do any open enrollment activities? We confirmed the Rush University meeting and she should be there until at least noon. I was going to hold 12-1pm for an open enrollment activity, and then she will need to head back to O'Hare for a Catholic Health Association talk at 2:45.

Thanks,
Lauren Underwood

From: Falk, Kathleen (OS/IEA)
Sent: Monday, October 26, 2015 5:18 PM
To: Underwood, Lauren (HHS/ASPR/IO)
Cc: Allen, Ronald (OS/IEA)
Subject: Re: Dr. Lurie's upcoming travel

Thanks. Have several options we are working on. Thanks again!

From: Underwood, Lauren (HHS/ASPR/IO)
Sent: Monday, October 26, 2015 4:37:02 PM
To: Falk, Kathleen (OS/IEA)
Cc: Allen, Ronald (OS/IEA)
Subject: RE: Dr. Lurie's upcoming travel

Hi Kathleen,

Dr. Lurie will be in Chicago for the day on 11/10. She'll be speaking with the Catholic Health Association that afternoon at the O'Hare Hilton, and she may meet with Rush and a few other Chicago hospitals that morning. Depending on what happens with her hospital meeting she may be downtown, but either way she will likely have at least an hour or two to meet with outside groups in support of open enrollment. Please let me know what the needs are in the Chicago area. Thanks!

Lauren Underwood

From: Owens, Stephanie (OS/IEA)
Sent: Monday, October 26, 2015 3:17 PM
To: Underwood, Lauren (HHS/ASPR/IO); Falk, Kathleen (OS/IEA)
Cc: Allen, Ronald (OS/IEA); Wulff, Kacey (OS/OHCR)
Subject: RE: Dr. Lurie's upcoming travel

Hi Lauren,

Meet Kathleen Falk, HHS Regional Director for Region 5. I'm connecting the two of you to speak directly on options during Dr. Lurie's visit to Chicago.

Ronald Allen is the contact on our IEA team if you have additional questions at HQ. Please let Kacey and me know when you've confirmed an event.

Thanks again for offering your support.

Best,

Stephanie

From: Owens, Stephanie (OS/IEA)
Sent: Friday, October 23, 2015 8:56 PM
To: Underwood, Lauren (HHS/ASPR/IO); Jackson, Veronica (HHS/ASPA); Healthcare Media Team; Wulff, Kacey (OS/OHCR); Gatson, Myisha (HHS/IEA)
Cc: Botticella, Angela (OS/IEA)
Subject: Re: Dr. Lurie's upcoming travel

Lauren,

This is great. We would like to discuss opportunities for Chicago on November 10th and Atlanta on 12/15. 12/15 is an enrollment deadline date, so there will probably be several possibilities.

Let's discuss next week.

Best,

Stephanie

From: Underwood, Lauren (HHS/ASPR/IO)
Sent: Friday, October 23, 2015 9:27:06 AM
To: Jackson, Veronica (HHS/ASPA); Healthcare Media Team
Cc: Owens, Stephanie (OS/IEA); Botticella, Angela (OS/IEA)
Subject: RE: Dr. Lurie's upcoming travel

Thanks Veronica, sounds like a plan. I'll be back in touch as plans firm up, just to confirm whether we need to add a few outside groups to her itineraries.

Lauren

From: Jackson, Veronica (HHS/ASPA)
Sent: Friday, October 23, 2015 9:06 AM
To: Underwood, Lauren (HHS/ASPR/IO); Healthcare Media Team
Cc: Owens, Stephanie (OS/IEA); Botticella, Angela (OS/IEA)
Subject: RE: Dr. Lurie's upcoming travel

Hi Lauren,

This is really helpful, thank you!

For the Nov 10 Chicago Catholic Health Association meeting, I think we will absolutely want her to include Open Enrollment in her remarks. We'll send around talking points to ACA surrogates as we get closer to Nov 1. Let us know if you'd like us to review any remarks as well.

Plus Stephanie and Angela on outside groups.

Best,
Veronica

Veronica E. Jackson
Director, Strategic Planning
U.S. Department of Health and Human Services
Desk: 202.690.5488
Cell: (b)(6)
veronica.jackson@hhs.gov

From: Underwood, Lauren (HHS/ASPR/IO)
Sent: Thursday, October 22, 2015 12:21 PM
To: Healthcare Media Team
Subject: Dr. Lurie's upcoming travel

Hello!

Dr. Lurie has some travel coming up – please let me know if you'd like her to include any specific Open Enrollment-related remarks or meet with anyone while she's away.

- **October 27 – ASTHO Directors of Public Health Preparedness Meeting in Phoenix AZ.** She won't have much time to meet with outside groups, but let me know if there are any talking points or a slide she should include in her presentation.
- **November 10 – Chicago trip, including a presentation for the Catholic Health Association.** She may have time to meet with an outside group for about an hour. Please also let me know if there are any talking points or a slide she should include in her presentation,
- **December 2-3 – National Healthcare Coalition Preparedness Conference in San Diego CA.** She may have time to meet with an outside group if needed. Please let me know if there are any talking points or slides that should be included in her presentation.
- **December 15 –Atlanta.** She will have time to meet with outside groups – let us know what you need.

Thanks,
Lauren Underwood

Lauren A. Underwood, RN

Special Assistant to the Assistant Secretary for Preparedness and Response
Office of the Assistant Secretary for Preparedness and Response
U.S. Department of Health & Human Services
Room 639D, Humphrey Building
Phone: 202-205-4246

Sender:	Falk, Kathleen (OS/IEA) /O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=CB5FD7EB0C854E9794281FC7FBA1B29B-FALK, KATHL <Kathleen.Falk@hhs.gov>
Recipient:	Underwood, Lauren (HHS/ASPR/IO) /o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=user263e5598 <Lauren.Underwood@hhs.gov>; Allen, Ronald (OS/IEA) /o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=cf7922b991024ddd8c01be28db3cc562-Allen, Rona <Ronald.Allen@hhs.gov>
Sent Date:	2015/11/02 13:23:38
Delivered Date:	2015/11/02 13:23:40

From:	Green, Tracy (OS/ASPR/COO) /O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=69C9761B84B14981ABD3B10FEBDE1EEA-GREEN, TRAC <Tracy.Green@hhs.gov>
To:	Devore, Christopher (OS/ASPR/IO) (CTR) /o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=030940bff6034ad69c4fa9cc326c5734-Devore, Chr <Christopher.Devore@hhs.gov>; Underwood, Lauren (HHS/ASPR/IO) /o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=user263e5598 <Lauren.Underwood@hhs.gov>
CC:	Scott, Maurice (OS/ASPR/COO) /o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=95a7950e0fd14b7689c02be0ae3c92ea-Scott, Maur <Maurice.Scott@hhs.gov>
Subject:	Re: Dr. Lurie's 11/10 trip to Chicago
Date:	2015/11/02 08:18:24
Priority:	Normal
Type:	Note

Ok no problem.

Thanks to you both.

From: Devore, Christopher (OS/ASPR/IO) (CTR)
Sent: Monday, November 2, 2015 8:09:31 AM
To: Underwood, Lauren (HHS/ASPR/IO); Green, Tracy (OS/ASPR/COO)
Cc: Scott, Maurice (OS/ASPR/COO)
Subject: Re: Dr. Lurie's 11/10 trip to Chicago

Good morning,

I'm back today. :)

Tracy- I will send over a request later this morning.

Best,

Christopher

From: Underwood, Lauren (HHS/ASPR/IO)
Sent: Monday, November 2, 2015 8:07:57 AM
To: Green, Tracy (OS/ASPR/COO)
Cc: Devore, Christopher (OS/ASPR/IO) (CTR); Scott, Maurice (OS/ASPR/COO)
Subject: RE: Dr. Lurie's 11/10 trip to Chicago

Hi Tracy,

Can you send me a copy of the form? Chris is still out, I'm a little new to this ☺

Lauren

From: Green, Tracy (OS/ASPR/COO)
Sent: Monday, November 02, 2015 8:07 AM
To: Underwood, Lauren (HHS/ASPR/IO)
Cc: Devore, Christopher (OS/ASPR/IO) (CTR); Scott, Maurice (OS/ASPR/COO)
Subject: Re: Dr. Lurie's 11/10 trip to Chicago

Good morning Lauren.

I checked and yes there is a flight leaving DCA on November 10th at 7 am arriving into Chicago at 8:11.

Please remember that I have not processed any travel due to not having a Travel Request Form being turned in. We can not process anything until the request form comes over.

Please send the completed form ASAP and we can process.

Thanks.

From: Underwood, Lauren (HHS/ASPR/IO)
Sent: Monday, November 2, 2015 7:56:38 AM
To: Green, Tracy (OS/ASPR/COO)
Cc: Devore, Christopher (OS/ASPR/IO) (CTR); Scott, Maurice (OS/ASPR/COO)
Subject: RE: Dr. Lurie's 11/10 trip to Chicago

Hi Tracy,

Is there a 7am flight that we can take on the 10th? Dr. Lurie would like to be booked on AA 1222 on the way back.

Thanks!
Lauren

From: Green, Tracy (OS/ASPR/COO)
Sent: Thursday, October 29, 2015 1:08 PM
To: Underwood, Lauren (HHS/ASPR/IO)
Cc: Devore, Christopher (OS/ASPR/IO) (CTR); Scott, Maurice (OS/ASPR/COO)
Subject: RE: Dr. Lurie's 11/10 trip to Chicago

Ok Lauren.

Please see below the flight options for November 9th and 10th.

November 9th

AA 324 leaving DCA at 2:59 pm arriving into Chicago 4:25 pm
AA 4381 leaving DCA at 4:57 pm arriving into Chicago 6:36 pm
AA 340 leaving DCA at 6:25 pm arriving into Chicago 7:48 pm
AA 2239 leaving DCA at 8:05 pm arriving into Chicago 9:19 pm

November 10th

Departing DCA United Airlines 1479 at 6:00 am arriving into Chicago 7:05 am

Departure flights for November 10th after 5 pm

AA 1222 leaving Chicago at 5:11 pm arriving into DCA at 8:04 pm
AA 2323 leaving Chicago at 7:15 pm arriving into DCA at 10:07 pm
AA 2284 leaving Chicago at 8:10 pm arriving into DCA at 11:02 pm

Thanks.

Best regards,

Tracy D. Green

Travel Specialist, Travel Branch
Division of Administrative Management
Office of the Chief Operations Officer
HHS/OS/Assistant Secretary for Preparedness and Response Department of Health and Human Services
200 C Street SW, Room C2E11
Washington, DC 20024
24-Hour Service: 1-866-778-1373
Office: (202) 260-1062
Blackberry: (b)(6)
tracy.green@hhs.gov

From: Green, Tracy (OS/ASPR/COO)
Sent: Thursday, October 29, 2015 12:47 PM
To: Underwood, Lauren (HHS/ASPR/IO)
Subject: RE: Dr. Lurie's 11/10 trip to Chicago

Well for any deviations you will be responsible for getting that done.

We only book official travel from residence/duty station to TDY location and back to residence/duty station.

If you require a deviation you would have to contact Duluth after we book your official travel and you will have to make the arrangements. Please be aware that you will be responsible for all additional fees from your personal funds.

I will get the flight options.

Thanks.

Best regards,

Tracy D. Green

Travel Specialist, Travel Branch
Division of Administrative Management
Office of the Chief Operations Officer
HHS/OS/Assistant Secretary for Preparedness and Response Department of Health and Human Services
200 C Street SW, Room C2E11
Washington, DC 20024
24-Hour Service: 1-866-778-1373

Office: (202) 260-1062

Blackberry: (b)(6)

tracy.green@hhs.gov

From: Underwood, Lauren (HHS/ASPR/IO)
Sent: Thursday, October 29, 2015 12:40 PM
To: Green, Tracy (OS/ASPR/COO)
Subject: RE: Dr. Lurie's 11/10 trip to Chicago

Also, I'll be travelling with her! If I wanted to do a deviation and return on Wednesday the 11th, what would my options be?

Thanks,
Lauren

From: Underwood, Lauren (HHS/ASPR/IO)
Sent: Thursday, October 29, 2015 12:39 PM
To: Green, Tracy (OS/ASPR/COO)
Subject: Dr. Lurie's 11/10 trip to Chicago

Hi Tracy,
Not sure if Chris Devore reached out about flights to Chicago for Dr. Lurie's 11/10 trip. If so, can you send along the flight options?

If not, Dr. Lurie will travel to Chicago for meetings on November 10. It may be helpful to look at flight options for Monday evening since her first meeting starts at 8:30am – unless there are flights early in the morning? She would want to leave Chicago – O'Hare that evening after 5pm.

Thanks,
Lauren

Lauren A. Underwood, RN

Special Assistant to the Assistant Secretary for Preparedness and Response
Office of the Assistant Secretary for Preparedness and Response
U.S. Department of Health & Human Services
Room 639D, Humphrey Building
Phone: 202-205-4246

Sender:	Green, Tracy (OS/ASPR/COO) /O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=69C9761B84B14981ABD3B10FEBDE1EEA-GREEN, TRAC <Tracy.Green@hhs.gov>
Recipient:	Devore, Christopher (OS/ASPR/IO) (CTR) /o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=030940bff6034ad69c4fa9cc326c5734-Devore, Chr <Christopher.Devore@hhs.gov>; Underwood, Lauren (HHS/ASPR/IO) /o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=user263e5598 <Lauren.Underwood@hhs.gov>; Scott, Maurice (OS/ASPR/COO) /o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=95a7950e0fd14b7689c02be0ae3c92ea-Scott, Maur <Maurice.Scott@hhs.gov>
Sent Date:	2015/11/02 08:18:21
Delivered Date:	2015/11/02 08:18:24
Message Flags:	Unread

From:	Shannon, Ben (OS/IOS) /O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=39B09736365747CD869F1A21D92F5AF5-SHANNON, BE <Ben.Shannon@hhs.gov>
To:	Underwood, Lauren (HHS/ASPR/IO) /o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=user263e5598 <Lauren.Underwood@hhs.gov>
Subject:	RE: lessons learned
Date:	2015/11/02 14:17:35
Priority:	Normal
Type:	Note

C'est la vie! Do you mind sending Emily D a note?

From: Underwood, Lauren (HHS/ASPR/IO)
Sent: Monday, November 02, 2015 12:05 PM
To: Shannon, Ben (OS/IOS)
Subject: Re: lessons learned

Hi,
After all our efforts, looks like we should cancel the request for a hold on the Secretary's calendar.
Thanks again!

Lauren

From: Dach, Leslie (OS/IOS)
Sent: Monday, November 2, 2015 11:57:08 AM
To: Lurie, Nicole (OS/ASPR/IO)
Cc: O'Connell, Dawn (HHS/IOS); Shannon, Ben (OS/IOS); Underwood, Lauren (HHS/ASPR/IO)
Subject: RE: lessons learned

I agree. Would we share and get feedback on the interim memo before it goes to her?

From: Lurie, Nicole (OS/ASPR/IO)
Sent: Monday, November 02, 2015 11:37 AM
To: Dach, Leslie (OS/IOS)
Cc: O'Connell, Dawn (HHS/IOS); Shannon, Ben (OS/IOS); Underwood, Lauren (HHS/ASPR/IO)
Subject: lessons learned

Leslie-

I just got off the phone w Dr. Fielding. He'll have an interim memo to us today. I don't think he is ready to go beyond whats in the memo in the briefing to SMB right now, so I suggest we wait to brief her in person at the end of December, unless she has questions. I still think he owes the rest of the HHS leadership a phone briefing and that the interim memo should be shared with them for transparency and for feedback. Thinking we should aim to do that next week. Sound ok?

n

Nicole Lurie, MD, MSPH
Assistant Secretary for Preparedness and Response

Rear Admiral, U.S. Public Health Service
200 Independence Ave., SW - Room 638G
Washington, D.C. 20201
(202) 205-2882
(202) 690-6512 (fax)
nicole.lurie@hhs.gov

Sender:	Shannon, Ben (OS/IOS) /O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=39B09736365747CD869F1A21D92F5AF5-SHANNON, BE <Ben.Shannon@hhs.gov>
Recipient:	Underwood, Lauren (HHS/ASPR/IO) /o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=user263e5598 <Lauren.Underwood@hhs.gov>
Sent Date:	2015/11/02 14:17:13
Delivered Date:	2015/11/02 14:17:35

From:	Piedrahita, Ron (OS/ASPR/COO) /O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=3BA621EC7C404E91A63D66DB89F6D8BC-PIEDRAHITA, <Ron.Piedrahita@hhs.gov>
To:	Moss, Marcille (OS/ASPR/IO) /o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=4c680a4bb39b46be8ebd457d03aeb5cc-Moss, Marci <Marcille.Moss@hhs.gov>; Michael, Gretchen (OS/ASPR/COO) /o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=0632b4526d6447b5af26552afde05c33-Michael, Gr <Gretchen.Michael@hhs.gov>; Underwood, Lauren (HHS/ASPR/IO) /o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=user263e5598 <Lauren.Underwood@hhs.gov>; Weinberger, Collin (OS/ASPR/IO) (CTR) /o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=641554fc7843407585827af5898d9c26-Weinberger, <Collin.Weinberger@hhs.gov>
Subject:	Re: NL Taping
Date:	2015/11/03 13:47:00
Priority:	Normal
Type:	Note

I think I can make 2nd St., E St. and possibly Virginia St. work for Friday. Here's a map showing potential recording locations marked with a yellow "X". We'll probably record a few times in each position, then on to the next position.

As is typical of DC, we could always be asked to move along. So, we'll do the best we can with the time we have.

I'll meet on 2nd St. near the corner of D St. as close to 12:15p as possible.

Thanks everyone!

Ron

From: Piedrahita, Ron (OS/ASPR/COO)

Sent: Tuesday, November 3, 2015 11:12 AM

To: Moss, Marcille (OS/ASPR/IO); Michael, Gretchen (OS/ASPR/COO); Underwood, Lauren (HHS/ASPR/IO); Weinberger, Collin (OS/ASPR/IO) (CTR)

Subject: RE: NL Taping

PLEASE pencil that in. I'll confirm shortly.

Thanks, Marcille!

Ron

Ron Piedrahita, Senior Producer

HHS/OS/ASPR/COO/ GAPS I (CTR)

202-205-4361 O

(b)(6) BB

(b)(6) C

ron.piedrahita@hhs.gov

www.phe.gov

From: Moss, Marcille (OS/ASPR/IO)
Sent: Tuesday, November 03, 2015 11:06 AM
To: Piedrahita, Ron (OS/ASPR/COO); Michael, Gretchen (OS/ASPR/COO); Underwood, Lauren (HHS/ASPR/IO); Weinberger, Collin (OS/ASPR/IO) (CTR)
Subject: RE: NL Taping

How 12:15-1:15 on Friday including walk time to and from?

From: Piedrahita, Ron (OS/ASPR/COO)
Sent: Tuesday, November 3, 2015 10:48 AM
To: Michael, Gretchen (OS/ASPR/COO) <Gretchen.Michael@hhs.gov>; Underwood, Lauren (HHS/ASPR/IO) <Lauren.Underwood@hhs.gov>; Weinberger, Collin (OS/ASPR/IO) (CTR) <Collin.Weinberger@hhs.gov>; Moss, Marcille (OS/ASPR/IO) <Marcille.Moss@hhs.gov>
Subject: RE: NL Taping

Here's the latest version. I'm scouting a few areas near HHH now, hopefully adding some flexibility to our available taping times. Weather-wise, Friday afternoon seems to be the safest bet. Will she have any availability then?

Thanks!
Ron

Ron Piedrahita, Senior Producer
HHS/OS/ASPR/COO/ GAPS (CTR)
202-205-4361 O
(b)(6) BB
(h)(6) C
ron.piedrahita@hhs.gov
www.phe.gov

From: Piedrahita, Ron (OS/ASPR/COO)
Sent: Monday, November 02, 2015 4:21 PM
To: Underwood, Lauren (HHS/ASPR/IO); Michael, Gretchen (OS/ASPR/COO); Moss, Marcille (OS/ASPR/IO)
Cc: Weinberger, Collin (OS/ASPR/IO) (CTR)
Subject: RE: NL Taping

Excellent. Let's REALLY try to get one version as-is. Decades of experience have me feeling good about it, but I'm always willing to try options. We can easily edit a few versions and then decide. Remember, this video is for all of HHS so we need to play to the lowest common denominator, and fit into a finite amount of time/scene.

Let's get the video side of this first. My concern is we may face limitations on that end. The audio is easy – we can do that right at her desk. We'll schedule that after we have video in-hand.

Thanks again!
Ron

Ron Piedrahita, Senior Producer
HHS/OS/ASPR/COO/ GAPSI (CTR)
202-205-4361 O

(b)(6) BB
(b)(6) C

ron.piedrahita@hhs.gov
www.phe.gov

From: Underwood, Lauren (HHS/ASPR/IO)
Sent: Monday, November 02, 2015 4:04 PM
To: Piedrahita, Ron (OS/ASPR/COO); Michael, Gretchen (OS/ASPR/COO); Moss, Marcille (OS/ASPR/IO)
Cc: Weinberger, Collin (OS/ASPR/IO) (CTR)
Subject: RE: NL Taping

Hi Ron,

I'm down to record both options. We're going to send her the script tonight and she may have edits as well. Does tomorrow 12:15-12:45 work for the voiceover?

Lauren

From: Piedrahita, Ron (OS/ASPR/COO)
Sent: Monday, November 02, 2015 3:58 PM
To: Michael, Gretchen (OS/ASPR/COO); Underwood, Lauren (HHS/ASPR/IO)
Cc: Weinberger, Collin (OS/ASPR/IO) (CTR)
Subject: RE: NL Taping

Great suggestions. The only area I have a question on is this:

I also see the direct impact that charitable organizations make to effect positive change in my patients and their neighbors lives – every single day.

The video is of her thinking as she's walking, so it's got more of a personal flair to her voice-over. While it captures her phrasing I'm not sure if it plays well to the mass HHS demographic. I'd suggest keeping the other changes and reverting to the old version for this area. But, we should have time to record a few options. Let's plan for optional takes once we get the primary and backup versions recorded.

Ron Piedrahita, Senior Producer
HHS/OS/ASPR/COO/ GAPSI (CTR)
202-205-4361 O

(b)(6) BB
(b)(6) C

ron.piedrahita@hhs.gov
www.phe.gov

From: Michael, Gretchen (OS/ASPR/COO)
Sent: Monday, November 02, 2015 3:45 PM
To: Underwood, Lauren (HHS/ASPR/IO)
Cc: Piedrahita, Ron (OS/ASPR/COO); Weinberger, Collin (OS/ASPR/IO) (CTR)
Subject: RE: NL Taping

I'm good, Ron?

Gretchen Michael, JD

Director of Communications
Office of the Assistant Secretary for Preparedness and Response
U.S. Department of Health and Human Services

200 C Street, SW
Room 12J07
Washington, DC 20201
202-205-8114 office
(b)(6) cell



ASPR Logo sig.png

From: Underwood, Lauren (HHS/ASPR/IO)
Sent: Monday, November 02, 2015 3:44 PM
To: Michael, Gretchen (OS/ASPR/COO)
Cc: Piedrahita, Ron (OS/ASPR/COO); Weinberger, Collin (OS/ASPR/IO) (CTR)
Subject: RE: NL Taping

Hi Gretchen,
Collin and I made a few edits to the script – what do you think?

Thanks,
Lauren

From: Michael, Gretchen (OS/ASPR/COO)
Sent: Monday, November 02, 2015 2:42 PM
To: Underwood, Lauren (HHS/ASPR/IO)
Cc: Piedrahita, Ron (OS/ASPR/COO)
Subject: NL Taping

What days and times is she available? She should plan for 1 hour for video and another half hour for VO on Thurs.

We won't be using her clinic but Ron will find another door for her to walk-into nearby. Attached is the script – she needs to be in civilian clothes and have her white coat on – I hope it doesn't have the clinic name on it.

Gretchen Michael, JD

Director of Communications
Office of the Assistant Secretary for Preparedness and Response
U.S. Department of Health and Human Services

200 C Street, SW

Room 12J07
Washington, DC 20201
202-205-8114 office

(b)(6) cell



ASPR Logo sig.png

Sender:	Piedrahita, Ron (OS/ASPR/COO) /O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=3BA621EC7C404E91A63D66DB89F6D8BC-PIEDRAHITA, <Ron.Piedrahita@hhs.gov>
Recipient:	Moss, Marcille (OS/ASPR/IO) /o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=4c680a4bb39b46be8ebd457d03aeb5cc-Moss, Marci <Marcille.Moss@hhs.gov>; Michael, Gretchen (OS/ASPR/COO) /o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=0632b4526d6447b5af26552afde05c33-Michael, Gr <Gretchen.Michael@hhs.gov>; Underwood, Lauren (HHS/ASPR/IO) /o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=user263e5598 <Lauren.Underwood@hhs.gov>; Weinberger, Collin (OS/ASPR/IO) (CTR) /o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=641554fc7843407585827af5898d9c26-Weinberger, <Collin.Weinberger@hhs.gov>
Sent Date:	2015/11/03 13:46:57
Delivered Date:	2015/11/03 13:47:00

From:	Wagner, Duane (OS/ASPR/OEM) /O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=E3CC4FCCF0084945AD0A50E2D166E05B-WAGNER, DUA <Duane.Wagner@hhs.gov>
To:	Underwood, Lauren (HHS/ASPR/IO) /o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=user263e5598 <Lauren.Underwood@hhs.gov>
Subject:	Re: Chicago CERN Visit
Date:	2015/11/05 14:26:52
Priority:	Normal
Type:	Note

Ok thanks Lauren

V/R. Duane

From: Underwood, Lauren (HHS/ASPR/IO)
Sent: Thursday, November 5, 2015 12:10:03 PM
To: Wagner, Duane (OS/ASPR/OEM)
Cc: Harvey, Melissa (OS/ASPR/IO)
Subject: Re: Chicago CERN Visit

Hi Duane,

I don't have a restaurant in mind. We're pretty flexible, but Dr. Lurie is a vegetarian. Thank you!

Lauren

From: Wagner, Duane (OS/ASPR/OEM)
Sent: Wednesday, November 4, 2015 9:56:55 PM
To: Underwood, Lauren (HHS/ASPR/IO)
Cc: Harvey, Melissa (OS/ASPR/IO)
Subject: Re: Chicago CERN Visit

Lauren, sure sounds good, do you have any restaraunts in mind?

V/R, Duane

From: Underwood, Lauren (HHS/ASPR/IO)
Sent: Wednesday, November 4, 2015 3:08:27 PM
To: Wagner, Duane (OS/ASPR/OEM)
Cc: Harvey, Melissa (OS/ASPR/IO)
Subject: RE: Chicago CERN Visit

Hi Duane,

Thanks so much! Dr. Lurie is excited about the visit and this revised itinerary. We actually just received a letter from the entire Illinois congressional delegation about the regional treatment center selection – its one of Dr. Lurie's agenda items for the meeting.

Would you and the other RECs be available from 12 -1? Perhaps we can plan to have lunch together?

Thanks again,
Lauren Underwood

From:	Devore, Adam (OS/ASPR/COO) /O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=483450C7AF4B4E5CBED93F1F4159A4F6-DEVORE, ADA <Adam.DeVore@hhs.gov>
To:	Underwood, Lauren (HHS/ASPR/IO) /o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=user263e5598 <Lauren.Underwood@hhs.gov>
Subject:	RE: Re:
Date:	2015/11/04 16:02:24
Priority:	Normal
Type:	Note

Not seeming easily findable here but maybe I have an old one at home.

From: Underwood, Lauren (HHS/ASPR/IO)
Sent: Wednesday, November 04, 2015 1:55 PM
To: Devore, Adam (OS/ASPR/COO)
Subject: Re:

Yes please! I have a plug for the outlet, but nothing to connect to the ipad.

From: Devore, Adam (OS/ASPR/COO)
Sent: Wednesday, November 4, 2015 1:53:46 PM
To: Underwood, Lauren (HHS/ASPR/IO)
Subject:

Ipad cable is the 32 pin one right? The wide one?

Sender:	Devore, Adam (OS/ASPR/COO) /O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=483450C7AF4B4E5CBED93F1F4159A4F6-DEVORE, ADA <Adam.DeVore@hhs.gov>
Recipient:	Underwood, Lauren (HHS/ASPR/IO) /o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=user263e5598 <Lauren.Underwood@hhs.gov>
Sent Date:	2015/11/04 16:02:22
Delivered Date:	2015/11/04 16:02:24

From:	Moss, Marcille (OS/ASPR/IO) /O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=4C680A4BB39B46BE8EBD457D03AEB5CC-MOSS, MARCI <Marcille.Moss@hhs.gov>
To:	Underwood, Lauren (HHS/ASPR/IO) /o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=user263e5598 <Lauren.Underwood@hhs.gov>
Subject:	RE: Pls postpone pan flu mtg for today
Date:	2015/11/05 10:05:29
Priority:	Normal
Type:	Note

I just received a call from CDC to confirm after we sent the cancellation, since it sounds like at least two people flew up just for this.

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

From: Underwood, Lauren (HHS/ASPR/IO)
 Sent: Thursday, November 05, 2015 9:59 AM
 To: Moss, Marcille (OS/ASPR/IO)
 Subject: Re: Pls postpone pan flu mtg for today

Please cancel the meeting today and we will reconvene the group in Dec.

Please set up time for NL, me, Sally, Jonanthan Ban and Lisa Koonin to chat asap. Thanks!

From: Lurie, Nicole (OS/ASPR/IO)
 Sent: Thursday, November 5, 2015 8:29:37 AM
 To: Moss, Marcille (OS/ASPR/IO)
 Cc: Underwood, Lauren (HHS/ASPR/IO); Weinberger, Collin (OS/ASPR/IO) (CTR)
 Subject: Pls postpone pan flu mtg for today

Sender:	Moss, Marcille (OS/ASPR/IO) /O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=4C680A4BB39B46BE8EBD457D03AEB5CC-MOSS, MARCI <Marcille.Moss@hhs.gov>
Recipient:	Underwood, Lauren (HHS/ASPR/IO) /o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=user263e5598 <Lauren.Underwood@hhs.gov>
Sent Date:	2015/11/05 10:05:27
Delivered Date:	2015/11/05 10:05:29