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From: Moore, Nikki
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Federal Participant Information Sheet 05-22-17.doc

Thank you!

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On Mon, May 22, 2017 at 4:50 PM, Appel, Elizabeth <elizabeth.appel@bia.gov> wrote:

Hi Everyone-

Since we have some Federal participants who may not be as familiar with Tribal listening sessions, please find attached a brief information sheet with some background on the logistics of how the listening sessions work.

This sheet is for internal use only for the Federal representatives who will be attending on behalf of their Federal agency. Please feel free to pass it along to any Federal representatives who will be attending.

Please let me know if you have any questions.

Thank you!
Liz

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Information for Federal Agency Participants in Tribal Listening Sessions on National Monument Review

The Tribal listening session is between the Tribal Government and Federal Officials. The main purpose of the session is to hear Tribal representatives' input.

Registration and Tribal Participants

- There is a registration table outside the room for officials to sign in. DOI-IA will serve as registration staff to welcome participants, ask them to sign in, and provide copies of the E.O., Federal Register notice, and one-page information sheet
- DOI staff at the registration table will also do their best to limit participants to only Tribal and Federal Officials.
- The listening session sessions are closed to press unless the Tribal participants agree to open the session to press. Signs are posted informing members of the public and the media/press that they may not sit in on the Tribal listening session. DOI staff at the registration table will alert the IA representative of any press seeking to sign in so that the IA representative may ask Tribal representatives at the start of the meeting whether they prefer the session to be open or closed.
- During the Tribal listening session, any members of the public may protest peacefully outside of the facility as long as it does not disrupt the listening session.
- Anyone who enters the session and disrupts the meeting will be asked to leave (by security if necessary).

Panelist Table

- The panelist table is limited to Federal agency leaders or their designees. Any additional Federal agency members are asked to sit among the audience.

Notes for All Federal Participants

- Please direct your attention to Tribal representatives who are providing comments.
- Please place your cell phones on mute.
- If someone hands you written comments, please provide them to the DOI-IA staff at the registration table.
- If you would like to take pictures throughout the meeting, please ask if anybody objects prior to the start of the meeting.
- If someone has a question specifically for your agency, please answer if doing so will help inform the Tribes' input. If you need to follow up with the individual afterward, make sure to provide your contact information.

Items for Lead Agency (Indian Affairs) to Note for Tribal Participants

- At the registration table, there is a sign in sheet for all attendees.
- The room is set up in theater or classroom style only to ensure that we can accommodate a large number of Tribal participants; otherwise, we would have the seating in a circle.
- A court reporter will be transcribing the session.
 - The transcripts will be posted to www.regulations.gov as soon as they are available (usually a week or two after the session).
- Written comments from Tribes are to consultation@bia.gov and will be considered when received; however, note that the Secretary's interim report, including the report on Bears Ears, is due June 15, 2017.