

## January 2022

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### Sat, Jan 1 – Sun, Jan 2

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#### Mon, Jan 3

Time	Activity
8:45 AM – 9:10 AM	Morning Check in
10:00 AM – 10:30 AM	Weekly Review of Julie's Scheduling Requests
11:00 AM – 11:30 AM	Weekly SOL Meeting w/Seema Nanda
11:30 AM – 12:15 PM	ARB Options Memo
1:00 PM – 3:00 PM	READING TIME/DO NOT DISTURB
4:00 PM – 4:45 PM	Internal Hiring Update (confirmed)
4:00 PM – 4:55 PM	OSHA Agency Management Meeting (AMM)
4:45 PM – 5:15 PM	Internal Meeting on DOL's Good Jobs Initiative via Microsoft Teams (confirmed)
5:00 PM – 7:00 PM	READING TIME/DO NOT DISTURB

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#### Tue, Jan 4

Time	Activity
8:30 AM – 9:00 AM	Send Pulse Survey Results Email (PMC required)
8:45 AM – 9:10 AM	Morning Check in
11:30 AM – 11:50 AM	Quick Check In w/Dep Sec & Associate Dep Sec
1:45 PM – 2:30 PM	POLITICO Pro Training
4:00 PM – 4:30 PM	Daily Schedule Wrap Up
4:00 PM – 4:55 PM	OFCCP Agency Management Meeting (AMM)

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#### Wed, Jan 5

Time	Activity
2:00 PM – 2:55 PM	WHD Agency Management Meeting (AMM)
4:00 PM – 4:30 PM	Daily Schedule Wrap Up

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#### Thu, Jan 6

Time	Activity
8:45 AM – 9:10 AM	Morning Check in
9:45 AM – 10:00 AM	Daily Check In
10:00 AM – 11:00 AM	Weekly Meeting w/Joe and Nikki
11:00 AM – 12:00 PM	OASAM Agency Management Meeting (AMM)
12:30 PM – 1:00 PM	Follow Up FY22 Learning Agenda CEO Transfer Proposal
1:00 PM – 1:30 PM	Exec Actions for Review
4:00 PM – 4:30 PM	Daily Schedule Wrap Up

Time	Activity
4:00 PM – 4:30 PM	ETA & Hiring
4:30 PM – 4:55 PM	Afternoon Check In
5:00 PM – 6:00 PM	Meeting w/Joe & Nikki

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### Fri, Jan 7

Time	Activity
7:30 AM – 8:30 AM	December Employment Situation Briefing
9:45 AM – 10:00 AM	Daily Check In
11:00 AM – 11:55 AM	OCFO Agency Management Meeting
11:00 AM – 12:00 PM	Infrastructure Deputies Meeting (Zoom)
12:30 PM – 1:00 PM	Joe
1:30 PM – 2:00 PM	Weekly Deputies Call with Cabinet Affairs & OMB
3:00 PM – 3:30 PM	NDWA <> Deputy Secretary Su
3:30 PM – 4:00 PM	Joe & Nikki
4:00 PM – 4:30 PM	Daily Schedule Wrap Up
5:00 PM – 8:00 PM	HOLD/DO NOT SCHEDULE

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### Sat, Jan 8 – Sun, Jan 9

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### Mon, Jan 10

Time	Activity
8:45 AM – 9:10 AM	Morning Check in
9:45 AM – 10:30 AM	Daily Dep Sec Check In
10:30 AM – 11:00 AM	Weekly Scheduling Review
11:00 AM – 11:30 AM	Weekly SOL Meeting w/Seema Nanda
12:00 PM – 2:00 PM	READING TIME/DO NOT DISTURB
2:00 PM – 2:55 PM	BLS Agency Management Meeting
3:00 PM – 3:30 PM	Professional Reference Interview for: R. DESAI MARTIN
4:30 PM – 5:30 PM	DepSec/PMC Meeting

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### Tue, Jan 11

Time	Activity
8:45 AM – 9:10 AM	Morning Check in
9:45 AM – 10:00 AM	Daily Dep Sec Check In
10:00 AM – 10:45 AM	Job Corp Meeting Series
11:00 AM – 11:30 AM	Deputies Infrastructure Meeting (30 minutes - Zoom)
11:30 AM – 12:25 PM	MSHA Agency Management Meeting
1:00 PM – 2:00 PM	ILAB Agency Management Meeting
2:30 PM – 3:00 PM	Supply Chain Next Steps
3:00 PM – 3:30 PM	Internal Meeting on New Future of Work Initiative (confirmed)

Time	Activity
3:30 PM – 4:00 PM	Nikki
4:00 PM – 4:30 PM	Daily Schedule Wrap Up
4:00 PM – 4:55 PM	OLMS Agency Management Meeting

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### Wed, Jan 12

Time	Activity
9:00 AM – 10:00 AM	Virtual DOL Cabinet Meeting (confirmed)
11:00 AM – 11:30 AM	Internal Meeting on SOTU (confirmed)
11:45 AM – 12:15 PM	Check in
12:00 PM – 3:00 PM	Hold Trucking Subpoena
12:30 PM – 1:15 PM	VETS Agency Management Meeting
3:00 PM – 3:45 PM	WOMEN'S BUREAU's Agency Management Meeting
4:00 PM – 4:30 PM	Daily Schedule Wrap Up
5:00 PM – 6:00 PM	PMC Open Hour

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### Thu, Jan 13

Time	Activity
8:45 AM – 9:10 AM	Morning Check in
9:45 AM – 10:00 AM	Daily Dep Sec Check In
10:00 AM – 11:00 AM	Meeting with NCFL, Local 12, and NULI (confirmed)
11:00 AM – 12:00 PM	Infrastructure Implementation Task Force
11:00 AM – 12:00 PM	OASAM Agency Management Meeting (AMM)
12:00 PM – 12:30 PM	Internal DOL Review/Discussion of Trucking Actions
1:00 PM – 2:00 PM	HOLD-DO NOT SCHEDULE
3:00 PM – 3:55 PM	ETA Agency Management Meeting
5:30 PM – 5:45 PM	UI Overpayments

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### Fri, Jan 14

Time	Activity
8:45 AM – 9:10 AM	Morning Check in
9:45 AM – 10:00 AM	Daily Dep Sec Check In
10:00 AM – 11:00 AM	Weekly Meeting w/Joe and Nikki
1:30 PM – 2:00 PM	Weekly Deputies Call with Cabinet Affairs & OMB
2:00 PM – 2:30 PM	Warehouses Meeting
2:30 PM – 3:00 PM	Weekly Meeting Continued
3:30 PM – 4:00 PM	Weekly Meeting Continued
4:00 PM – 5:00 PM	Infrastructure Deputies Meeting (Zoom)
4:30 PM – 5:00 PM	Staff Check in

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### Sat, Jan 15 – Sun, Jan 16

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## Mon, Jan 17

Time	Activity
8:00 AM – 6:00 PM	MARTIN LUTHER KING JR. DAY

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## Tue, Jan 18

Time	Activity
9:45 AM – 10:00 AM	Daily Dep Sec Check In
11:00 AM – 12:00 PM	Deputies Huddle on the Solar 201 Extension
2:30 PM – 3:00 PM	Deputy Secretary Su's Quarterly Check-In Mtg w/SEIU President Neal Bisno
3:00 PM – 3:30 PM	Daily Schedule Wrap Up

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## Wed, Jan 19

Time	Activity
9:45 AM – 10:00 AM	Daily Dep Sec Check In
11:00 AM – 11:55 AM	Pre-Meet: WCF Advisory Board Meeting
12:30 PM – 1:30 PM	OWCP Agency Management Meeting
1:00 PM – 2:00 PM	CLEAR Webinar: Rapid Evidence Review on Strategies to promote worker health and safety during the COVID-19 pandemic
1:15 PM – 1:30 PM	PMC Staff Assignments
2:00 PM – 2:55 PM	WHD Agency Management Meeting (AMM)
3:00 PM – 3:15 PM	Future of Work Proposal
3:30 PM – 4:00 PM	Daily Schedule Wrap Up
4:00 PM – 5:00 PM	COVID-19 Testing Policy Office Hours
4:00 PM – 5:30 PM	Meeting of the President's Management Council
5:45 PM – 6:15 PM	DepSec/Nikki/Betty Download

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## Thu, Jan 20

Time	Activity
8:45 AM – 9:10 AM	Morning Check in
9:45 AM – 10:00 AM	Daily Dep Sec Check In
10:00 AM – 11:00 AM	Weekly Meeting w/Joe and Nikki
11:00 AM – 12:00 PM	OASAM Agency Management Meeting (AMM)
12:00 PM – 12:55 PM	OFCCP Agency Management Meeting (AMM)
1:00 PM – 1:30 PM	Joe+Nikki - FollowUp
3:00 PM – 3:25 PM	Partnership Call with Deputy Secretary Julie Su (DOL)
3:30 PM – 4:00 PM	Internal follow up meeting on DOL Unions (confirmed)
4:00 PM – 4:55 PM	OSHA Agency Management Meeting (AMM)
5:00 PM – 5:30 PM	Daily Schedule Wrap Up

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### **Fri, Jan 21**

Time	Activity
9:45 AM – 10:00 AM	Daily Dep Sec Check In
11:00 AM – 11:55 AM	OCFO Agency Management Meeting
12:00 PM – 12:30 PM	Pre-Brief on Enterprise Risk Management Council Meeting
12:45 PM – 1:00 PM	Meet & Greet Kristin McNally
3:30 PM – 4:15 PM	Unemployment Insurance Meeting Series
4:30 PM – 5:00 PM	Daily Schedule Wrap Up

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### **Sat, Jan 22**

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### **Sun, Jan 23**

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### **Mon, Jan 24**

Time	Activity
8:45 AM – 9:10 AM	Morning Check in
9:45 AM – 10:30 AM	Daily Dep Sec Check In
10:30 AM – 11:00 AM	Weekly Scheduling Review
11:00 AM – 12:00 PM	DOL Issue Update Meeting (confirmed)
12:00 PM – 1:00 PM	Deputies Infrastructure Meeting (Zoom)
1:00 PM – 2:00 PM	READING TIME/DO NOT DISTURB
2:00 PM – 2:15 PM	15 minutes w/Denny
2:30 PM – 3:00 PM	Daily Wrap Up
3:00 PM – 3:30 PM	Tim Hauser's One on One Meeting w/Deputy Secretary Su
3:30 PM – 4:00 PM	Laura Watson's One on One w/Deputy Secretary Su
4:30 PM – 5:00 PM	Weekly SOL Meeting w/Seema Nanda
5:15 PM – 5:45 PM	Monthly Check In w/Rachana
6:00 PM – 8:00 PM	READING TIME/DO NOT DISTURB

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### **Tue, Jan 25**

Time	Activity
8:45 AM – 9:10 AM	Morning Check in
9:45 AM – 10:00 AM	Daily Dep Sec Check In
10:30 AM – 11:15 AM	DEP SEC - OIG Monthly Meeting
12:30 PM – 1:30 PM	Enterprise Risk Management Council Meeting
1:30 PM – 2:25 PM	MSHA Agency Management Meeting

Time	Activity
2:00 PM – 3:30 PM	Confirmed: President's Interagency Task Force to Monitor and Combat trafficking in Persons (PITF) meeting (more info below. JAS to attend on MJW's behalf)
3:30 PM – 4:00 PM	Daily Schedule Wrap Up
4:00 PM – 4:55 PM	OLMS Agency Management Meeting

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### Wed, Jan 26

Time	Activity
9:45 AM – 10:00 AM	Daily Dep Sec Check In
11:30 AM – 12:25 PM	ETA Agency Management Meeting
12:30 PM – 1:15 PM	VETS Agency Management Meeting
1:30 PM – 2:00 PM	DepSec Su for WH Lunar NY
3:00 PM – 3:30 PM	Daily Schedule Wrap Up
3:30 PM – 4:30 PM	Advisory Committee on Apprenticeship
5:00 PM – 6:00 PM	PMC Open Hour
6:00 PM – 6:30 PM	Quick DepSec staff Check-In

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### Thu, Jan 27

Time	Activity
8:45 AM – 9:10 AM	Morning Check in
10:00 AM – 11:00 AM	Weekly Meeting w/Joe and Nikki
11:00 AM – 12:00 PM	Infrastructure Implementation Task Force
11:00 AM – 12:00 PM	OASAM Agency Management Meeting (AMM)
12:30 PM – 1:00 PM	Connecting w/FEMA's Associate Administrator Salinas
1:00 PM – 1:30 PM	CCC DC Pre Brief
3:00 PM – 3:30 PM	ETA/DSEC Coordination Meeting
4:00 PM – 4:30 PM	Daily Schedule Wrap Up

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### Fri, Jan 28

Time	Activity
9:45 AM – 10:30 AM	Daily Dep Sec Check In
11:00 AM – 11:30 AM	Internal Issue Update Meeting Continued (confirmed)
12:30 PM – 1:30 PM	DO NOT SCHEDULE
1:30 PM – 2:00 PM	Weekly Deputies Call with Cabinet Affairs & OMB
3:00 PM – 3:55 PM	Working Capital Fund Advisory Board Meeting
4:45 PM – 5:15 PM	Association of Farmworker Opportunity Message

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### Sat, Jan 29 – Sun, Jan 30

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### Mon, Jan 31

Time	Activity
8:45 AM – 9:10 AM	Morning Check in
9:45 AM – 11:00 AM	Daily Dep Sec Check In
11:00 AM – 11:30 AM	Weekly SOL Meeting w/Seema Nanda
11:30 AM – 12:00 PM	Patty Davidson's (WHD) One on One Meeting w/Deputy Secretary Su
12:00 PM – 1:00 PM	READING TIME/DO NOT DISTURB
1:00 PM – 1:30 PM	Weekly Scheduling Review
2:00 PM – 2:30 PM	Farmworkers Message re-record
2:20 PM – 2:30 PM	farmworkers take 2
4:00 PM – 4:55 PM	OSHA Agency Management Meeting (AMM)
5:00 PM – 6:00 PM	Briefing on WB Southeast Regional Work