Dear Mr. Kick:

Thank you for your Freedom of Information Act (FOIA) request dated and received in our office August 2, 2017, at the NASA Headquarters FOIA Office. Your request was assigned FOIA Case Number 17-HQ-F-01001 and was for:

the detailed, hour-by-hour calendar/schedule for the Administrator or Acting Administrator, from January 1, 2017, to June 30, 2017.

The NASA Headquarters program office(s) conducted a search for Agency records using the above criteria. We have located 1 documents consisting of 66 pages responsive documents for your request. However, portions of the documents are being withheld pursuant to FOIA Exemption 5 U.S.C. §552 (b)(6). Attached are the documents you have requested.

FOIA Exemption 5 U.S.C. § 552 (b)(6), “...exempts from mandatory disclosure personnel and medical files and similar files the disclosure of which would constitute a clearly unwarranted invasion of personal privacy.”

You have the right under 14 CFR §1206.700 to appeal this initial determination response within 90 days from the date of this letter. Your appeal must be in writing and should be addressed to:

Administrator
NASA Headquarters
Executive Secretariat
MS 9R17
Washington, DC 20546
ATTN: FOIA Appeals
The appeal should be marked “Appeal under the Freedom of Information Act” both on the envelope and the face of the letter. A copy of your initial request must be enclosed along with a copy of the adverse determination and any other correspondence with the FOIA office. In order to expedite the appellate process and ensure full consideration of your appeal, your appeal should contain a brief statement of the reasons you believe this initial decision to be in error.

For your information, the Office of Government Information Services (OGIS) offers mediation services to resolve disputes between FOIA requesters and Federal agencies. The contact information for OGIS is as follows: Office of Government Information Services, National Archives and Records Administration, Room 2510, 8601 Adelphi Road, College Park, Maryland 20740-6001 or ogis@nara.gov.

Fees for processing this request are less than $50.00 and are not being charged in accordance with 14 CFR §1206.503(c). I am the official responsible for this partial denial. If you have further questions, please feel free to contact me at hq.foia@nasa.gov or (202) 358-2462, or you may contact Miriam Brown-Lam, Principal Agency FOIA Officer and Chief Public Liaison at (202) 358-0718.

Sincerely,

[Signature]

Josephine Sibley
HQ FOIA Public Liaison Officer
### Monday, January 2

- 8:00am - 4:30pm New Year's Day Holiday

### Tuesday, January 3

- 6:00am - 4:30pm Leave
- 4:00pm - 4:30pm Presidential Transition Update (HQ-CR-ACR) by Lightfoot, Robert M.

### Wednesday, January 4

- **Rise**
- WebTADS Due - Lightfoot, Robert M. (HQ-AI000)
- 7:00am - 7:30am Morning Tag-up (if needed)
- 8:30am - 9:30am A Suite tag up (small group) (DNO) - Boiden, Charles
- 9:30am - 10:30am FW: 6th Floor -
- 11:00am - 12:00pm Meeting w/ART (ACR-1) - Boiden, Charles
- 12:00pm - 12:30pm Lunch
- 12:30pm - 1:00pm Robert/Grey - Discuss March 2 U.S. Chamber of
- 1:00pm - 1:30pm Tag-up w/David Bowles (b) (l)
- 1:30pm - 2:00pm Travel Time (Depart from West Eiel)
- 2:00pm - 3:30pm AP/NASA/NIKE Summit (Pentagon ME775) -
- 2:30pm - 3:30pm OCE/OSMA/HMO Tag-up (b) (l)
- 3:30pm - 4:00pm Travel Time

More Items...

### Thursday, January 5

- **Rise**
- 8:30am - 9:30am Bi-weekly tag up (b) (l)
  - ACR-1 - Boiden, Charles (HQ-AA000)
- 9:30am - 10:00am Tag-up w/Krista (Robert's Office) - Lightfoot, Robert M. (HQ-AI000)
- 10:00am - 11:00am Deskwork
- 11:00am - 11:30am Farewell recording (Concourse CC33 (West Side)) -
- 11:30am - 1:30pm OCOMM Appointee Farewell Lunch (SQ74) -
  - Kornell, Clarissa H. (HQ-AA000)
- 1:20pm - 1:30pm Lunch
- 1:30pm - 2:00pm Meeting w/Tom (TBD) - Lightfoot, Robert M. (HQ-AI000)
- 2:00pm - 3:00pm Robert/Chris Shank (Robert's Office)
- 3:00pm - 3:30pm Transition-related Topics w/OGC (Robert's Office)
- 4:00pm - 4:30pm Presidential Transition Update

### Friday, January 6

- **Rise**
- 8:00am - 4:30pm Leave
- 8:30am - 9:30am A Suite tag up (b) (l)
  - DNO - Boiden, Charles (HQ-AA000)

### Saturday, January 7

### Sunday, January 8
January 4, 2017

Wednesday

4
Rise *(b) *(6)
WebTADS Due - Lightfoot, Robert M. (HQ-A1000)

7 AM
Morning Tag-up (if needed): *(b) *(6)
Lightfoot, Robert M. (HQ-A1000)

8
A Suite tag up (small group)
DNO
Bolden, Charles (HQ-AA000)
FW: 6th Floor - Administrator/Lightfoot/OIR/Alvin Meeting
6Q72
Chance, Lorenzo V. (HQ-LP022)

10
Meeting w/ART
ACR-1
Bolden, Charles (HQ-AA000)

12 PM
Lunch

1
Tag-up w/David Bowles; *(b) *(6)
Lightfoot, Robert M. (HQ-A1000)

Travel Time; Depart from West End

2
AF/NASA/NRO Summit
Pentagon ME775
Bolden, Charles (HQ-AA000)

OCE/OSMA/HMO Tag-up *(b) *(6)
Lesa’s Office 9862
Lightfoot, Robert M. (HQ-A1000)

Travel Time

4
Security Clearance Processes; RLO; Lightfoot, Robert M. (HQ-A1000)
Bi-Weekly ARM Tag-up
HQ-CR-ACR1 *(b) *(6)
Lightfoot, Robert M. (HQ-A1000)
Monday, January 9
- 8:00am - 8:30am Tag-up w/Lesa, Lisa, and Risé (Robert's Office)
- 8:30am - 9:30am A Suite tag up (DNO) - Bolden, Charles (HQ-AA000)
- 9:30am - 10:00am Tag-up w/Lesa and Lisa (Robert's Office) - Lightfoot, Robert M. (HQ-A1000)
- 10:00am - 10:30am Readbook - Lightfoot, Robert M. (HQ-A1000)
- 10:30am - 11:00am ASM Pre-Brief - 10:30 a.m. EST
- 11:00am - 12:00pm Senior Leadership Vste - 11:00 a.m. EST (8410)
- 12:00pm - 1:30pm Out of Office
- 1:30pm - 2:00pm Eric Smith/GWIST (Robert's Office) - Lightfoot,
- 2:00pm - 3:30pm ISS Utilization Meeting (ACR-1) - Gerstenmaier,
- 3:30pm - 5:00pm Robert/Mr. William Lay & Mike Goulet (Robert's
- 4:00pm - 5:00pm ASAP Annual Report Briefing (ACR-1) - Bolden.

Wednesday, January 11
- 8:30am - 5:15pm Safety Leadership Training - Ensuring Mission Success - Sign in at 8:30 a.m. (Doubletree by Hilton, Arlington, VA)
- 9:00am - 10:30am NASA Technical Authority & Panel Presentation - Lightfoot (Doubletree by Hilton, Arlington, VA)
- 10:45am - 12:00pm NASA Risk Management
- 4:30pm - 5:30pm Safety Leadership Program - Thoughts on Leadership (Doubletree by Hilton, Arlington, VA)
- 5:30pm - 6:00pm Phone Call

Friday, January 13
- 7:00am - 7:30am Morning Tag-up (if needed)
- 7:30am - 8:00am Thank You Notes
- 8:00am - 8:30am Deskwork/Answer email from Katherine Kelly
- 8:30am - 9:30am A Suite tag up
- 9:15am - 10:45am NASA/MICOM Information Sharing Session
- 10:00am - 10:30am Depart for the Hill - Lightfoot, Robert M.
- 10:30am - 11:30am Large meeting co-sponsored by OLIA & CFO
- 11:30am - 12:00pm Return from the Hill - Lightfoot, Robert M.
- 12:00pm - 12:30pm Lunch
- 1:00pm - 1:30pm Meet w/White House Leadership Development
- 1:30pm - 2:00pm Insider Threat Discussion (Mr. Bolden's Office) - Lightfoot, Robert M.
- More Items...

Friday, January 13

Tuesday, January 10
- 8:00am - 5:15pm Safety Leadership Program - Leadership's Responsibility for Safety - Registration is at 8:00a.m./Welcome at 9:00a.m. (Doubletree, Crystal City 300 Army Navy Dr, Arlington, VA 22202 - Commonwealth Room)
- 5:00pm - 9:30pm Dinner - VADM Dyer Keynote (Doubletree/Capital View Room - Beef Dinner - $55 (bring payment to dinner)

Thursday, January 12
- 8:00am - 8:30am Deskwork/Write for meeting w/Tom et al.
- 8:30am - 9:30am A Suite tag up (small group) (DNO) - Bolden, Charles (HQ-AA000)
- 9:30am - 9:45am Andrew to assist with folders (Robert's Office) - Lightfoot, Robert M. (HQ-A1000)
- 10:00am - 12:00pm ACE5 ASM (ACR-2) - HQ-CAL-OACS-Councils
- 12:00pm - 12:30pm Lunch
- 12:30pm - 1:00pm SES Onboarding w/MaryBeth Edeen - 12:30
- 1:00pm - 1:30pm Prep Time
- 1:30pm - 2:30pm Administrator's All Hands w/Headquarters &
- 3:30pm - 4:30pm Radz Farewell (OCFO Commons) - Kornell, Clarissa
- 3:00pm - 3:30pm Private Meeting - Lightfoot, Robert M. (HQ-A1000)
- 4:00pm - 7:00pm Seth Statler Farewell-$15 (E39) - Kornell, Clarissa
- 4:00pm - 4:30pm Presidential Transition Update

Saturday, January 14

Sunday, January 15
January 13, 2017

FRIDAY 13

7 AM
Morning Tag-up (if needed); Lightfoot, Robert M. (HQ-AI000)

Thank You
Notes

8
Deskwork/Answer email from Katherine Kelly

9
A Suite tag up
DNO
Bolden, Charles (HQ-AA000)

10
Depart for the Hill; Lightfoot, Robert M. (HQ-AI000)

Large meeting co-sponsored by OLIA & CFO
Cannon House Office Bldg./Room 121
Lightfoot, Robert M. (HQ-AI000)

11
Return from the Hill; Lightfoot, Robert M. (HQ-AI000)

12 PM
Lunch

Meet w/White House Leadership Development Fellows; 2E39

1
Insider Threat Discussion
Mr. Bolden’s Office
Luster, Jennifer T. (HQ-LM032)[Security Support Services]

2
Robert/Dan; Robert’s Office; Lightfoot, Robert M. (HQ-AI000)

Cadence of Reporting Capabilities to the APMC; Robert’s Office

3
Meeting

Robert/Tom

4

5

6
January 16, 2017 - January 22, 2017

Monday, January 16
- 8:00am - 4:30pm Martin Luther King, Jr. Holiday - Lightfoot, Robert M. (HQ-AI000)

Tuesday, January 17
- 7:00am - 7:30am Morning Tag-up (if needed) - Lightfoot, Robert M. (HQ-AI000)
- 8:00am - 8:30am Monthly tag-up - R.J./Lesa/Donald James
- 8:30am - 9:30am Bi-weekly tag up
- 9:30am - 10:30am Council Staff Meeting
- 10:30am - 11:30am Transport Robert to Martin's Crosswinds/POC:
- 11:00am - 12:00pm Senior Leadership Vits - 11:00a.m EST (Q4D)
- 11:30am - 1:30pm Maryland Space Business Roundtable
- 1:00pm - 1:45pm Transport Robert from Martin's Crosswinds/Back
- 2:00pm - 2:30pm Monthly tag-up w/HR (Robert's Office) - Lightfoot, Robert M.
- 2:30pm - 3:00pm Office Work
- 3:00pm - 3:30pm Robert/Mrs. Cabana tag-up (Mr. Cabana to call)
- 3:30pm - 4:00pm Monthly tag up: Bolden/Martin (CBO) - Bolden, Mary
- 4:00pm - 5:00pm A-Suite Farewell (Columbia Cafe) - Kornell, Clarissa

Wednesday, January 18
- 7:00am - 7:30am Morning Tag-up (if needed)
- 8:00am - 8:30am Radzi to stop by
- 8:30am - 9:30am Robert/Lesa/Lisa (Robert's Office) - Lightfoot, Robert M.
- 9:45am - 10:00am Travel Time-Depart to Hill (West Lobby Credit
- 10:00am - 11:00am Briefing for House Appropriations Minority
- 11:00am - 11:30am Travel Time-Return to HQ (HQ) - Kerin, Mary
- 11:30am - 12:00pm Robert/Lakiesha Tag-up (Robert's Office 9852)
- 12:00pm - 12:30pm Deskwork
- 12:30pm - 1:30pm Lunch
- 1:30pm - 2:00pm Robert/Chris Shank (Robert's Office)
- 2:00pm - 2:30pm Robert/Grey - NASA Inc. Comm (Grey to call)
- 2:30pm - 3:00pm Europa Mission SRR/MDR Snapshot telecon - More Items...

Thursday, January 19
- 7:00am - 7:30am Morning Tag-up (if needed) - Lightfoot, Robert M. (HQ-AI000)
- 8:00am - 8:30am Tag-up w/Lesa, Lisa, and Rice (Telecon Only) - Lightfoot, Robert M. (HQ-AI000)
- 9:00am - 9:30am Send note to Cassandra Pitts for retirement - retiring on Jan. 19 (Reception is at 1:00p.m. Central Time)
- 12:00pm - 12:30pm Lunch
- 1:00pm - 2:00pm Boeing's Progress and Schedule (KSC HQ 3103E - JSC 578C - NASA HQ 7K35) - Lueders, Kathryn L. (KSC-FA000)
- 4:00pm - 5:00pm CD/MD Forum (HQ-CR-ACRL) - Robert will dial in - Lightfoot, Robert M.

Friday, January 20
- 7:00am - 7:30am Morning Tag-up (if needed) - Lightfoot, Robert M. (HQ-AI000)
- 8:00am - 4:30pm Inauguration Day

Saturday, January 21
- 3:00pm - 5:00pm Private Appt

Sunday, January 22
<table>
<thead>
<tr>
<th>Time</th>
<th>Description</th>
</tr>
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<tbody>
<tr>
<td>7 AM</td>
<td>Morning Tag-up (if needed); Lightfoot, Robert M. (HQ-AI000)</td>
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<td>8</td>
<td>Rendez to stop by; Robert/Lesa/Lisa; Robert's Office; Lightfoot, Robert M. (HQ-AI000)</td>
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<td>9</td>
<td>A Suite tag up (small group); Bolden, Charles (HQ-AI000)</td>
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<td>10</td>
<td>Travel Time-Depart to Hill; West Lobby Credit Union Side; Kerwin,</td>
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<td>11</td>
<td>Briefing for House Appropriations Minority Staff (Bonner) re NA 1001 LHO8; Kerwin, Mary D. (HQ-AI000)</td>
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<tr>
<td>11</td>
<td>Travel Time-Return to HQ; HQ; Kerwin, Mary D. (HQ-AI000)</td>
</tr>
<tr>
<td>12 PM</td>
<td>Deskwork; Robert/Lakesha Tag-up; Robert's Office 9B52; Lightfoot, Robert M. (HQ-AI000)</td>
</tr>
<tr>
<td>1</td>
<td>Lunch; Robert/Chris Shank; Robert's Office</td>
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<tr>
<td>2</td>
<td>Robert/Grey - NASA Inc. Comm; Grey to cal. 202-358-1808; Lightfoot, Robert M. (HQ-AI000)</td>
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<td>3</td>
<td>Europa Mission SRR/MDR Snapshot telecon - REPORT ATTACHED; telecon.</td>
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<td>4</td>
<td>OCE/OSMA/HMO Tag-up - 3:00 p.m. EST;Robert's Office</td>
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<td>4</td>
<td>Photo Op w/Mr. Bolden; Lightfoot, Robert M. (HQ-AI000)</td>
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<tr>
<td>5</td>
<td>Deskwork</td>
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<td>6</td>
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</tbody>
</table>
Monday, January 23

| 7:00am - 7:30am Morning Tag-up (if needed) |
| 8:00am - 8:30am Tag-up w/Gerstenmaier (Robert's Office) |
| 9:30am - 10:00am Introduce Erik Noble & Greg Autry to A-Suite |
| 10:15am - 11:00am Meeting w/Beach Head team / MD's et al |
| 11:00am - 12:00pm Senior Leadership Vits - 11:00 a.m. EST |
| 1:00pm - 1:10pm Tag-up with Al Condes & Karen (Robert's) |
| 1:30pm - 2:00pm JWST Tag-up - Thomas on Travel (Robert's Office) |
| 2:30pm - 2:30pm Tag-up w/Carol - ASAP (Robert's Office) |
| 2:30pm - 3:00pm Deskwork |
| 3:00pm - 3:30pm Tag-up w/Les and Tom (Robert's Office) - |
| 3:30pm - 4:00pm Photo - NASA Flag (CC? West Side) - Lightfoot, More Items... |

Wednesday, January 25

| 7:00am - 7:30am Morning Tag-up (if needed) |
| 7:45am - 8:45am Dave Bowles & Robert Lightfoot Telecon (Dave will call) |
| 8:00am - 8:30am Tag-up w/Jaiwon Shin (Robert's Office) - Lightfoot |
| 9:30am - 10:00am Phone call w/Joel Achenbach / Washington Post |
| 9:45am - 10:00am Robert/Greg Kennedy (Robert's Office) - |
| 10:00am - 11:00am Monthly SES Staff Meeting (HQ-ACR1) - |
| 11:30am - 1:00pm Travel to Airport |
| 11:00am - 11:30am Monthly Tag-up w/Tag-up w/Jane, Kristi, et al |
| 11:30am - 12:00pm Tag-up w/Dan Tenney (Robert's Office) - |
| 12:25pm - 1:30pm Gates AB Southwest Flight #1529 - Confl |
| 3:45pm - 4:20pm Enterprise Rental Car - Confl |
| 5:30pm - 9:30pm Dinner - Apollo 1 Tribute - Park in South lot by |

Friday, January 27

| 7:00am - 7:30am Morning Tag-up (if needed) |
| 7:30am - 8:00am Thank You Notes |
| 8:00am - 8:30am Tag-up w/Lesa, Lisa, and Rise (Robert's Office) - Lightfoot, Robert M. (HQ-A1000) |
| 8:30am - 10:30am Beach Head Team Meetings (HQ-ACR1) - Lightfoot, Robert M. (HQ-A1000) |
| 12:30pm - 2:00pm Beach Head Team Meetings (HQ-ACR1) - Lightfoot, Robert M. (HQ-A1000) |
| 2:00pm - 2:30pm Phone call w/Meg Whitman, HP Enterprise |
| 2:45pm - 3:15pm ASAP Member Discussion (Dr. Sanders to call in) |
| 3:00pm - 4:00pm Hiring Freeze Memo Impact (Lesa's Office/Telecom) |
| 3:30pm - 4:00pm Phone call w/Dave Radzanowski (Rad to call) |
| 4:00pm - 4:30pm Action -- Concurrency Due FY 16 Large Confl |

Saturday, January 28

Sunday, January 29

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Lightfoot, Robert M. (HQ-A1000)
January 23, 2017
Monday

7 AM
Morning Tag-up (if needed) [Lightfoot, Robert M. (HQ-AI000)]

8
Tag-up w/Gerstenmaier; Robert’s Office; Lightfoot, Robert M. (HQ-AI000)

Introduce Erik Noble & Greg Autry to A-Suite; HQ-CR-ACR2; Lightfoot, Robert M. (HQ-AI000)

Meeting w/Beach Head team / MD’s et al
HQ-CR-ACR2; Lightfoot, Robert M. (HQ-AI000)

Senior Leadership Vits - 11:00 a.m. EST
8Q40; Lightfoot, Robert M. (HQ-AI000)

12 PM
Tag-up w/Steve J.; Robert’s Office; Lightfoot, Robert M. (HQ-AI000)

Bi-weekly with Al Condes & Karen; Robert’s Office; Lightfoot, Robert M. (HQ-AI000)

JWST Tag-up—Thomas on Travel; Robert’s Office; Lightfoot, Robert M. (HQ-AI000)

Tag-up w/Carol—ASAP; Robert’s Office; Lightfoot, Robert M. (HQ-AI000)

Deskwork

Tag-up w/Lesa and Tom; Robert’s Office; Lightfoot, Robert M. (HQ-AI000)

Photo - NASA Flag: CG38 - West Side; Lightfoot, Robert M. (HQ-AI000)

Bi-monthly w/Dr. Michael Watkins/JPL - 4:00 p.m. EST; Lightfoot, Robert M. (HQ-AI000)

Robert/Lesa/Erik/Shana; Robert’s Office; Lightfoot, Robert M. (HQ-AI000)
### January 30, 2017 - February 5, 2017

**Monday, January 30**
- 7:00am - 7:30am Morning Tag-up (if needed) *(v6)*
- 8:00am - 8:20am Robert/Andrew Hunter Tag-up (Robert’s Office) *
- 8:20am - 8:30am Rochelle Gallagher, GRC & Barbara Janolke, JSC *
- 9:30am - 10:00am Tag-up w/Lesa and Lisa (Robert’s Office/Lesa to)
- 10:00am - 10:30am Readbook - Lightfoot, Robert M. (HQ-A1000) *
- 10:30am - 11:00am Meeting on GAO Report related to EM-1 *
- 11:00am - 12:00pm Senior Leadership Vits - 11:00 a.m. EST *
- 12:30pm - 1:00pm Tag-up w/Steve J. (Robert’s Office) - Lightfoot *
- 1:00pm - 1:30pm Strategy for Next SpaceX Launch - 1:00pm EST *
- 1:30pm - 2:00pm JWST Tag-Up (Robert’s Office) - Lightfoot, Robert *
- 2:00pm - 2:30pm Tag-up w/Carol & ASAP (Robert’s Office) *
- 2:30pm - 3:00pm Wrap-up w/Rochelle and Barbara *
- 3:00pm - 3:30pm Tag-up w/Lesa and Tom (Robert’s Office) *

More Items...

**Wednesday, February 1**
- WebFADS Due - Lightfoot, Robert M. (HQ-A1000) *
- 7:00am - 7:30am Morning Tag-up (if needed) *(v6)*
- 8:00am - 8:30am Tag-up w/Andrew Hunter (Robert’s Office/Lesa to) *
- 9:30am - 10:00am Tag-up w/Greg Autry and Jeff Walters *
- 10:00am - 10:30am Performance Plan Discussion w/Al Condes *
- 10:30am - 12:00pm Transition Policy prep *
- 12:30pm - 1:00pm Tag-up w/Dr. Tu - 12:30 p.m. EST (Dr. Tu to call) *
- 1:00pm - 1:30pm Performance Plan Discussion w/Terry Wilcutt *
- 1:30pm - 2:00pm Deskwork *
- 2:00pm - 2:30pm SES Onboarding w/Michelle Godfrey, HQs. *
- 3:10pm - 3:30pm Travel Time-Depart for Hill (West Lobby) - Kerwin *
- 3:30pm - 4:30pm Meeting with Chm. Culpson with Acting *
- 4:30pm - 5:00pm Travel Time-Return to HQ (HQ) - Kerwin, Mary D. *
- 4:45pm - 5:15pm Robert/Mr. Gerstenmaier (Robert’s Office) *

**Friday, February 3**
- 7:00am - 7:30am Morning Tag-up (if needed) *(v6)*
- 7:30am - 8:00am Thank You Notes *
- 8:00am - 8:30am Tag-up w/Lesa, Lisa, and Rise’ (Robert’s Office) *
- 8:30am - 9:30am A-Suite Tag-up (HQ-CR-ACR3) - Lightfoot, Robert *
- 9:30am - 10:00am Deskwork *
- 10:00am - 11:00am Meeting w/Aerospace - Topic Below (Robert’s *
- 11:00am - 11:30am Commercial Mars Services Contract Meeting *
- 11:30am - 12:00pm Boeing Nanoracks Agreement (HQ-CR-ACR1) *
- 12:30pm - 1:00pm Performance Plan Discussion w/Ralph Roe *
- 1:00pm - 1:30pm Hiring Freeze Decision w/Lauren, et al (ACR-1) *
- 1:30pm - 2:00pm Performance Plan Discussion w/Reece Wynn *
- 2:00pm - 2:30pm Meet w/Jeffrey Isaacson (Robert’s Office) *
- 2:30pm - 3:00pm Monthly Tag-up w/Rob Jacobs (Robert’s Office) *

**Tuesday, January 31**
- 7:00am - 7:30am Morning Tag-up (if needed) - Lightfoot, Robert M. (HQ-A1000) *
- 8:00am - 8:30am Deskwork/Review NRO Minutes from Alvin Drew *
- 9:30am - 10:00am Council Staff Meeting (HQ-CR-ACR1/1)*
- 10:00am - 12:45pm Day of Remembrance--Wreath Laying--Bus Departs at 10:00 a.m./11:00a.m. Ceremony (Arlington National Cemetery) - Lightfoot, Robert M. (HQ-A1000) *
- 1:30pm - 2:30pm Meeting w/Aerospace (SGO1) - Lightfoot, Robert M. (HQ-A1000) *
- 2:30pm - 3:00pm Deskwork *
- 3:00pm - 4:00pm Operating Model Discussion (HQ CR-ACR1) - Lightfoot, Robert M. (HQ-A1000) *

**Thursday, February 2**
- 7:00am - 7:30am Morning Tag-up (if needed) *(v6)*
- 9:00am - 9:30am Bi-Weekly (ACR-1) *
- 10:00am - 12:00pm Mission Support Council (ACR-2) *
- 12:30pm - 1:00pm Performance Plan & Development w/James *
- 1:00pm - 2:00pm Quarterly Performance Assessments *
- 2:00pm - 2:30pm Tag-up w/Gerstenmaier (Robert’s Office) *
- 2:30pm - 4:00pm Tape in TV Studio - Message/Agency Funding *
- 4:00pm - 5:00pm CD/MD Forum - 4:00p.m. EST - Note Location *

**Saturday, February 4**

**Sunday, February 5**
January 30, 2017
Monday

7 AM
Morning Tag-up (if needed) Lightfoot, Robert M. (HQ-AI000)

8
Robert/Andrew Hunter Tag-up; Robert's Office, Lightfoot, Robert I

9
Tag-up w/Leisa and Lisa: Robert's Office/Leisa to call 202-358-1808; Lightfoot, Robert M. (HQ-AI000)

10
Readbook; Lightfoot, Robert M. (HQ-AI000)

Meeting on GAO Report related to EM-1 Schedule: HQ-CR-ACR1/ Lightfoot, Robert M. (HQ-AI000)

11
Senior Leadership Vits - 11:00 a.m. EST Lightfoot, Robert M. (HQ-AI000)

12 PM
Tag-up w/Steve J; Robert's Office; Lightfoot, Robert M. (HQ-AI000)

Strategy for Next SpaceX Launch - 1:00p.m. EST; ACR-1/ Lightfoot, Robert M. (HQ-AI000)

JWST Tag-Up; Robert's Office; Lightfoot, Robert M. (HQ-AI000)

2
Tag-up w/Cari--ASAP; Robert's Office; Lightfoot, Robert M. (HQ-AI000)

Wrap-up w/Rochelle and Barbara

3
Tag-up w/Leisa and Tom; Robert's Office, Lightfoot, Robert M. (HQ-AI000)

Performance Plan Discussion w/Tom; Robert's Office; Lightfoot, Robert M. (HQ-AI000)

4
Tag-up w/D. McBride - 4:00p.m. EST; Lightfoot, Robert M. (HQ-AI000)

5:15 P.M. Depart NASA HQ for Rayburn (2325) Rebecca Lee +4

STA Reception Rayburn House Office Bldg./Room 2375

6
7:00pm - 7:15pm 7:00 p.m. Depart Rayburn returning to NASA HQ Rebecca Lee +4 (b) (g) x0251) (YAN NEEDED)
February 6, 2017 - February 12, 2017

Monday, February 6

- Lesa-Telework - Lightfoot, Robert M. (HQ-A1000)
- 7:00am - 7:30am Morning Tag-up (if needed)
- 7:50am - 8:00am Jason Scott (MSFC) to shadow Robert all day
- 8:00am - 8:30am Tag-up w/Gerstenmaier (Robert's Office)
- 9:30am - 10:00am Hold for Restructuring w/Erik and Jeff
- 9:30am - 10:00am Tag-up w/Lesa and Lisa (Lesa to lead)
- 10:00am - 10:30am Hold for meeting w/Erik
- 10:30am - 11:00am Tag-up w/Thomas Zurbuchen (Robert's)
- 11:00am - 12:00pm Senior Leadership Vits - 11:00 a.m. EST
- 12:30pm - 1:00pm Deskwork
- 1:00pm - 1:30pm Tag-up w/Al Condes (Robert's Office/Lesa to call)
- 1:30pm - 2:00pm JWST Tag-Up (Robert's Office) - Lightfoot, Robert
- 2:00pm - 2:30pm Tag-up w/Carol--ASAP (Robert's Office)
- More Items...

Wednesday, February 8

- 7:00am - 7:30am Morning Tag-up (if needed)
- Lightfoot, Robert M. (HQ-A1000)
- 7:45am - 8:00am Transport Robert to Executive Conference @
- 8:00am - 8:30am Tag-up w/Jeawon Shin - Less to lead (Lesa's)
- 8:30am - 9:45am HEOMD Senior Strategy Meeting - Talk is
- 9:45am - 10:15am Pick-up Robert from Executive Conference
- 10:30am - 11:00am Robert/Andrew Hunter (Robert's Office)
- 11:00am - 11:30am Deskwork
- 11:30am - 12:00pm Dave Rowles & Robert Lightfoot Telecon (Dave
- 12:30pm - 1:00pm Tag-up w/Gale Allen (Gale to call 202-358-1808)
- 1:00pm - 1:30pm Monthly Tag-up w/Rebecca Lee (Robert's Office)
- 1:30pm - 1:45pm Robert/Rod Liesveld Tag-up (Robert's Office)
- 2:00pm - 2:30pm Meeting w/Nigel Packham et al - 2:00p.m. EST
- 3:30pm - 4:00pm Prep for Feb. 9 Exit Interview w/Lisa G. (Robert's

Friday, February 10

- 7:00am - 7:30am Morning Tag-up (if needed)
- 7:30am - 8:00am Thank You Notes
- 8:00am - 8:30am Tag-up w/Lesa, Lisa, and Rise' (Robert's Office)
- 9:00am - 9:30am Robert to meet w/Dahlgren - James Leatherwood
- 9:30am - 11:00am Enterprise Protection Board Meeting (CH37)
- 11:30am - 12:00pm Agency IBM Release Review Status
- 12:00pm - 12:30pm Robert/Dr. Elachi - 1200m EST (Dr. Elachi to
- 12:30pm - 1:00pm Phone call w/Eric Melkerson (Gene Goldman)
- 1:00pm - 2:00pm Quarterly w/Randy (6039) - Lightfoot, Robert M.
- 2:00pm - 2:30pm Robert/Jonathan Cistain (Robert's Office)
- 2:30pm - 3:00pm Courtesy meeting w/Lochhead Martin
- 2:30pm - 2:55pm Phone call w/Congressman Palazzo--Rebecca will
- 3:00pm - 3:30pm Robert/Meet w/David Barrett--NASA Artifact
- More Items...

Tuesday, February 7

- Lesa-Telework - Lightfoot, Robert M. (HQ-A1000)
- 7:00am - 7:30am Morning Tag-up (if needed)
- 7:30am - 8:00am Give Access to Calendar for Stephanie Schierholz
- 8:00am - 8:30am Tag-up w/Janet Kavandi
- 8:30am - 9:30am Bi-Weekly Tag-up (HQ-CR-ACR1, li)
- 9:00am - 9:10am Andrew to pick up Robert's phone - Lightfoot,
- 9:00am - 9:15am OCE Retreat (9/70)
- 9:30am - 10:00am Council Staff Meeting
- 10:00am - 10:30am Courtesy meeting w/NAC Chair Gen. Lester
- 10:30am - 11:00am Courtesy Visit w/Rob Myerson, Blue Origin
- 11:00am - 11:30am Robert +6 - Pick-Up West Lobby Area/POC:
- 11:00am - 11:30am Robert/Lesa/James Leatherwood bi-weekly
- 11:30am - 10:00pm STA Luncheon w/Congressman Culberson
- More Items...

Wednesday, February 8

- 7:00am - 7:30am Morning Tag-up (if needed)
- Lightfoot, Robert M. (HQ-A1000)
- 8:00am - 8:30am Change NDC Password/ID Max password by Feb. 10
- 8:30am - 9:30am Bi-Weekly Tag-up (HQ-CR-ACR1, li)
- 9:30am - 10:00am Courtesy Visit (NASA-ULA) (Glenn Conference
- 10:00am - 12:00pm Mission Support Council Meeting (ACR-2)
- 12:00pm - 12:30pm Lunch
- 12:30pm - 1:30pm I6 Audit Exit Interview (HQ-CR-ACR1)
- 1:30pm - 2:00pm SES Onboarding (William Ochs, Goddard)
- 2:00pm - 2:30pm Tag-up w/Ellen Ochoa - 2:00p.m. EST (Ellen to call
- 2:30pm - 3:00pm SES Onboarding (Douglas Terrier, Hqds.)
- 3:30pm - 4:30pm Performance Plan & Development Plan w/J. D.
- 4:00pm - 5:00pm CD/MD Forum - 4:00p.m. EST

Saturday, February 11

Sunday, February 12

- 5:05pm - 8:00pm Southwest Flight #3776 - Conf. #56FG34, depart
- Bwi @ 8:00p.m., arrive Nola @ 7:00p.m. Central Time (From BWI to
- New Orleans - 2 hrs. 55 min.)
<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>6</td>
<td>Lesa - Telework - Lightfoot, Robert M. (HQ-A1000)</td>
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<tr>
<td>7</td>
<td><strong>Morning Tag-up (if needed)</strong></td>
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<td>8</td>
<td>Jason Scott (MSFC) to shadow Robert all day: Robert's Office 985</td>
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<td>9</td>
<td>Hold for Restructuring w/Erik and Jeff</td>
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<td>10</td>
<td>Hold for meeting w/Erik</td>
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<td>11</td>
<td>Tag-up w/Thomas Zurbuchen; Robert's Office/Lesa to call 202-358-1808; Lightfoot, Robert M. (HQ-A1000)</td>
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<tr>
<td>12</td>
<td><strong>Senior Leadership Vits - 11:00 a.m. EST</strong></td>
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<td>1</td>
<td>Deskwork</td>
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<td>2</td>
<td>Tag-up w/Al Condes; Robert's Office/Lesa to call 202-358-1808; Lightfoot, Robert M. (HQ-A1000)</td>
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<td>2</td>
<td>JWST Tag-Up; Robert's Office; Lightfoot, Robert M. (HQ-A1000)</td>
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<td>2</td>
<td>Tag-up w/Carol--ASAP; Robert's Office; Lightfoot, Robert M. (HQ-A1000)</td>
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<td>3</td>
<td>SES Onboarding w/Craig Kundrot; Robert's Office; Lightfoot, Robert M. (HQ-A1000)</td>
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<td>3</td>
<td>Industry Meeting</td>
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<td>4</td>
<td>ACR-1</td>
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<td>4</td>
<td>Dale, Shana (HQ-AA000)(US Government)</td>
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<tr>
<td>5</td>
<td>Bi-monthly w/Dr. Watkins/JPL - 4:30 p.m. EST</td>
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</tbody>
</table>
February 7, 2017
Tuesday

TUESDAY

7
Lesa-Telework - Lightfoot, Robert M. (HQ-A1000)

7 AM
Morning Tag-up (if needed); Lightfoot, Robert M. (HQ-A1000)

8
Tag-up w/Janet Kavandi; Lightfoot, Robert M. (HQ-A1000)

8
BI-Weekly Tag-up
HQ-CR-ACR3

9
Lightfoot, Robert M. (HQ-A1000)
Andrew to pick up Robert's phone; Lightfoot, Robert M. (HQ-A1000)

9
Council Staff Meeting; HQ-CR-ACR3

10
Courtesy meeting w/NAC Chair Gen. Laster Lyles; HQ-CR-ACR3; Lightfoot, Robert M. (HQ-A1000)

10
Courtesy Visit w/Rob Myerson, Blue Origin; HQ-CR-ACR3; Lightfoot, Robert M. (HQ-A1000)

11
Robert +6 - Pick-Up West Lobby Area/POC: Rise, ext. 1808--wil
STA Luncheon w/Congressman Culberson
Room 2167 Rayburn House Building
Lightfoot, Robert M. (HQ-A1000)

12 PM
Robert +6 (Pick-up at Rayburn House Bldg.)/POC: Rise; ext. 1808;

2
Travel Time-Depart for htl; West Lobby; K

3
Meeting with Senate Appropriations Staff
SD-124
Kerwin, Mary D. (HQ-IA000)

4
Tag-up w/Ralph/Lesa--Lesa to lead; Ralph to call
Travel Time-Return to HQ; HQ; Kerwin, Mary D. (HQ-IA000)

6 Commercial Spaceflight CST Reception
1303 Pennsylvania Ave., NW DC - Ronald Reagan Bldg. & International Trade Center
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
<th>Notes</th>
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<tbody>
<tr>
<td>7AM</td>
<td>Morning Tag-up (if needed); Lightfoot, Robert M. (HQ-A1000)</td>
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<tr>
<td>8</td>
<td>Thank You Notes</td>
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<td>9</td>
<td>Tag-up w/Lesa, Lisa, and Rise; Robert's Office; Lightfoot, Robert M. (HQ-A1000)</td>
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<td>10</td>
<td>Robert to meet w/James Leatherwood; 6Q71</td>
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<td>11</td>
<td>Enterprise Protection Board Meeting</td>
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<td>12PM</td>
<td>Agency IBM Release Review Status; HQ-CR-ACR1; Lightfoot, Robert M. (HQ-A1000)</td>
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<td></td>
<td>Robert/Dr. Elachi - 12noon EST; Dr. Elachi to call 202-358-1808; Lightfoot, Robert M. (HQ-A1000)</td>
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<td></td>
<td>Phone call w/Eric Melkerson (Gene Goldman) - 12:30p.m. EST; Eric to call 202-358-1808; Lightfoot, Robert M. (HQ-A1000)</td>
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<tr>
<td>1</td>
<td>Quarterly w/Randy 6Q39</td>
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<td>2</td>
<td>Lightfoot, Robert M. (HQ-A1000)</td>
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<td>3</td>
<td>Robert/Jonathan Certain; Robert's Office; Lightfoot, Robert M. (HQ-A1000)</td>
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<tr>
<td>4</td>
<td>Courtesy meeting w/Lockheed Martin; HQ-CR-ACR3; Lightfoot, Robert M. (HQ-A1000)</td>
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<td>Phone call w/Congressman Pallazzo--Rebecca will join Robert's C</td>
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<td>5</td>
<td>Meet w/HEO - Europa launch in the flow of SLS; HQ-CR-ACR3; Lightfoot, Robert M. (HQ-A1000)</td>
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<td>6</td>
<td>Robert/Buzz Aldrin; Mr. Aldrin to call 202-358-1808</td>
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<td>6</td>
<td>S tern-Fraud awareness Training</td>
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<td>6</td>
<td>Headquarters Inclusion Survey: Due Feb. 17</td>
<td></td>
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</tbody>
</table>
Monday, February 13

Education Coordinating Council - Robert or Lesa Lightfoot, Robert M. (HQ-AI000)

Roy Malone's (b) (8)

7:00am - 7:30am Morning Tag-up (if needed) (b) (8)

8:00am - 4:30pm Agenda for Robert M. Lightfoot Jr. Visit (NASA)

9:30am - 10:00am Tag-up w/Lesa and Lisa (Lesa's Office) - Lightfoot

10:30am - 10:30am Readback - Lightfoot, Robert M. (HQ-AI000)

11:00am - 12:00pm Senior Leadership Visits - 11:00 a.m. EST

12:45pm - 1:30pm Box Luncheon Meeting (MAF-CR-320-2-G2)

1:30pm - 2:00pm JWST Tag-Up/Thomas not available (Lesa's)

3:00pm - 3:30pm Tag-up w/Lesa and Tom (Lesa's Office) - Lightfoot

3:30pm - 4:00pm Tag-up w/Steve J. (Lesa's Office) - Lightfoot, Robert

4:00pm - 5:00pm White House Pitch (b) (6)

5:35pm - 5:55pm Gate 87 Southwest Airlines Flight #6158 - Conf.

Tuesday, February 14

Annual A-Suite Safety Walk-thru - Lightfoot, Robert M. (HQ-AI000)

7:00am - 7:30am Morning Tag-up (if needed) (b) (8)

8:00am - 8:30am Deskwork

8:30am - 9:30am PAT Briefing (HQ-CR-ACR1) - Lightfoot, Robert M.

10:00am - 10:30am Council Staff Meeting

10:30am - 11:00am Robert/M. Cabana tag-up (Mr. Cabana to call)

11:00am - 12:00pm BSA Technical Authority (TA) Telecon (Please

12:30pm - 12:30pm Tag-up w/Dr. Tu - 12 noon EST (Dr. Tu to call)

1:00pm - 2:00pm Deskwork/Work on Remarks for Suppliers

2:00pm - 2:30pm FC Actions on Workforce w/Krista & Dan

2:30pm - 3:00pm NASA Response to ASAP Recommendation

2:55pm - 3:05pm Meeting w/Eric Stein - 2:55pm - 3:05pm

3:30pm - 4:00pm Courtesy meeting w/Charlie Preคอยnt, Orbital

More Items...

Wednesday, February 15

WebTADS Due - Lightfoot, Robert M. (HQ-AI000)

7:00am - 7:30am Morning Tag-up (if needed) (b) (8)

7:15am - 7:45am is driver - Transport Robert +3 to

8:00am - 8:45am Keynote - 2017 SLS-Orion GSPO Suppliers

8:45am - 9:15am (b) (8) is Driver - Pick-up Robert + 3

9:30am - 10:00am Call w/Jan Weer, ESA (Robert's Office)

10:00am - 10:30am Tag-up w/Terry Wilcutt (Robert's Office/Terry to

10:30am - 11:00am Deskwork

11:00am - 11:30am Phone Call w/Leyla Kayl - WheellessPartners (Ms.

11:30am - 12:00pm Tag-up w/Dave B. (Dave to call 202-358-1808)

12:00pm - 12:30pm Lunch

12:30pm - 3:40pm PMC Meeting (8Q40) - HQ-CAL-OACS-Councils (b)

4:30pm - 5:00pm Presentation of Exceptional Public Achievement

More Items...

Thursday, February 16

7:00am - 7:30am Morning Tag-up (if needed) (b) (8)

Lightfoot, Robert M. (HQ-AI000)

8:00am - 8:30am Robert/M. Geyer - 8:00am EST (Robert's Office

8:30am - 9:30am Bi-Weekly Tag-up (HQ-CR-ACR1)

9:30am - 10:30am STS/STR Brief (HQ-CR-ACR2) - Lightfoot,

10:30am - 11:30am SID Briefing (Robert's Office) - Lightfoot, Robert

11:30am - 12:00pm Tag-up w/Lesa, Lisa, and Rise - L. Guerra is on

12:00pm - 12:30pm Lunch

1:30pm - 2:30pm Deskwork

1:30pm - 2:00pm Courtesy meeting w/Boeing - James (Jim)

2:45pm - 2:45pm One-Way Transportation - Robert to Reagan

3:15pm - 4:00pm Travel Time

4:00pm - 5:00pm CD/MD Forum - 4:00pm EST

5:00pm - 7:00pm American Airlines Flight #5620 - Conf. #LOKEAX

Saturday, February 18

9:30am - 10:00am Space X Launch - 10:01am - Lightfoot, Robert M.

(HQ-AI000)

Sunday, February 19
February 14, 2017

Tuesday

7 AM
*Morning Tag-up (if needed)*; Lightfoot, Robert M. (HQ-AI000)

8
*Deskwork*

9
*PAT Briefing*
HQ-CR-ACR1
Lightfoot, Robert M. (HQ-AI000)

10
*Council Staff Meeting; HQ-CR-ACR1*
Lightfoot, Robert M. (HQ-AI000)

Robert/Mr. Cabana tag-up; Mr. Cabana to call 202-358-1808; Lightfoot, Robert M. (HQ-AI000)

11
*BSA Technical Authority (TA) Telecon*
Please See Dial in Information Below
Slade, Kathy F. (NSSL-XA000)

12 PM
*Tag-up w/Dr. Tu - 12 noon EST; Dr. Tu to call 202-358-1808; Lightfoot, Robert M. (HQ-AI000)*

1
*Deskwork/Work on Remarks for Suppliers Conference*

2
*EC Actions on Workforce w/Kris & Dan; Robert’s Office; Lightfoot, Robert M. (HQ-AI000)*

3
*NASA Response to ASAP Recommendation 2015-05-02 Human 1*
Meeting w/Eric Stein - 2:55p.m.-3:05p.m.; Robert’s Office; Lightfo

4
* Courtesy meeting w/Charlie Precourt, Orbital ATK; HQ-CR-ACR3; Lightfoot, Robert M. (HQ-AI000)*

Tag-up w/C. Scolose; Chris to call 202-358-1808; Lightfoot, Robert M. (HQ-AI000)

5
*SES Onboarding (Jaya Bajpayee, Ames); Robert’s Office 9852; Lightfoot, Robert M. (HQ-AI000)*

(1) (5)
Meeting w/ (5) 5:45 p.m.; Washington Court Hotel Lo

6
*Meeting w/ (5) 5:45 p.m.; Washington Court Hotel Lo*
I Love Space Reception/The Washington Court Hotel
525 New Jersey Ave., NW, DC 20001
Lightfoot, Robert M. (HQ-AI000)
February 15, 2017

Wednesday

WEDNESDAY

15
WebTADS Due - Lightfoot, Robert M. (HQ-AI000)

7 AM
Morning Tag-up (if needed); Lightfoot, Robert M.

is driver - Transport Robert +3 to the Washington

8
Keynote - 2017 SLS-Orion GSDo Suppliers Conference - 8:05a.m. - 8:35 a.m.
Washington Court Hotel, 525 New Jersey Ave., NW; Lightfoot, Robert M. (HQ-AI000)

is Driver - Pick-up Robert + 3 from the Washington Court Hotel, drop off @ West Lobby Area/POC: Rise, ext. 1808;

9
Call w/Jan Woerner, ESA; Robert's Office; Lightfoot, Robert M. (HQ-AI000)

10
Tag-up w/Terry Wilcutt; Robert's Office/Terry to call 202-358-1808; Lightfoot, Robert M. (HQ-AI000)

Deskwork

Phone Call w/Leyla Kayi - WheelsePartners; Ms. Kayi to call 202-358-1808; Lightfoot, Robert M. (HQ-AI000)

Tag-up w/Dave B.; Dave to call 202-358-1808; Lightfoot, Robert M. (HQ-AI000)

12 PM
Lunch

PMC Meeting
8Q40
HQ-CAL-OACS-Councils

1
Presentation of Exceptional Public Achievement Medals/Ted Melfi/Margot Shetterly; 7th Floor SOC; Lightfoot, Robert M. (HQ-AI000)

is driver - One-Way Transportation Robert +1 to Russell State Office Bldg.; Pick-up @ West Lobby Area/POC: Rise, e

Space Launch System/Orion/GSDo Suppliers Conference Congressional Reception
KennedyCalcs Room (Russell Senate Office 325)
Lightfoot, Robert M. (HQ-AI000)

5

6
Monday, February 20

- 8:00am - 4:30pm President’s Day - Lightfoot, Robert M. (HQ-A1000)
- 4:00pm - 7:33pm American Airlines Flight #4292 - Conf. # Lokfax
  - Departs at 4:00pm Central Time/Arrives DCA at 6:33pm EST
  - From Huntsville to Reagan - 1 hr 53 min.

Tuesday, February 21

- ASAP Insight Visit - Feb. 21 or Feb. 24 (Boeing Corp., KSC) - Lightfoot, Robert M. (HQ-A1000)
- 7:30am - 7:30am Morning Tag-up (if needed)
  - Lightfoot, Robert M. (HQ-A1000)
- 8:00am - 8:45am Tag-up w/Janet Kavandi
  - Lightfoot, Robert M. (HQ-A1000)
- 8:50am - 9:30am Bi-Weekly Tag-up (HQ-AR-CR)
  - Lightfoot, Robert M. (HQ-A1000)
- 9:30am - 10:30am Council Meeting (HQ-AR-CR)
- 10:30am - 11:00am Tag-up w/Thomas Zurकchen (Robert’s)
- 11:00am - 12:00pm Senior Leadership Visit (HQ-AR-CR)
- 12:30pm - 1:00pm Tag-up w/D. Terrier (Robert’s Office) - Lightfoot,
- 1:15pm - 4:00pm Travel to Airport
- 1:15pm - 1:20pm Robert/Erik/Jen Rae - 1:15pm - Robert’s Office
- 5:15pm - 8:30pm Gate A2/Arrive Gate 103 - Southwest Flight

Wednesday, February 22

- 7:00am - 7:30am Morning Tag-up (if needed)
  - Lightfoot, Robert M. (HQ-A1000)
- 7:30am - 8:00am Park In Slot #13 (Janet Petro’s parking slot/Janet is on travel)
- 8:00am - 2:00pm 1st Quarterly ASAP Meeting - Business Casual
  - KSC Center Director’s Conf. Room 4FCR
- 11:30am - 12:00pm Lunch - $7.99 plus tax, not including Diet Coke/Chicken Capresse Fresh mozzarella, tomato, basil and mayo on sourdough
- 2:00pm - 3:30pm Robert – ASAP Executive Session
- 6:30pm - 8:30pm ASAP Dinner - The Black Tulip - Business Casual
  - (2073 Hervald Ave., Cocoa Village, FL 32922)

Friday, February 24

- 7:00am - 7:30am Morning Tag-up (if needed)
  - Lightfoot, Robert M. (HQ-A1000)
- 7:30am - 8:00am Thank You Notes
- 8:00 - 8:30am Tag-up w/Les, Lisa, and Rise’ (Robert’s Office)
  - Lightfoot, Robert M. (HQ-A1000)
- 9:00am - 10:00am Aerospace - Support Update (Robert’s Office 9852) - Lightfoot, Robert M. (HQ-A1000)
- 10:00am - 11:00am Exit Conference - GAO Quick Look Book
  - NASA Headquarters, ACR-2 - Dial In
- 11:00am - 11:30am Tag-up w/J. D. (Robert’s Office) - Lightfoot,
  Robert M. (HQ-A1000)
- 11:30am - 12:00pm SES Orientation Meet and Greet
  - HQ8525 - 1:00pm Hold for Visa Application
- 1:00pm - 2:00pm Robert/Sarah Murray - Lightfoot on Leadership
- 3:30pm - 4:00pm Monthly Tag-up w/Hewlett Packard Enterprise

Thursday, February 23

- FYI – Jonathan Hall Retirement Reception (200p.m.-400p.m.) - Lightfoot, Robert M. (HQ-A1000)
- 7:00am - 7:30am Morning Tag-up (if needed)
  - Lightfoot, Robert M. (HQ-A1000)
- 8:00am - 9:00am 1st Quarterly ASAP Meeting
  - KSC Center Director’s Conf. Room 4FCR
- 8:30am - 9:30am Bi-Weekly Tag-up (HQ-AR-CR)
  - Lightfoot, Robert M. (HQ-A1000)
- 9:30am - 10:00am Cover BPR @ KSC (Room CRSMCR/Mr. Cabana’s Small Conference Room)
- 11:00am - 1:25pm BPR (HQ/AR-CR) - HQ-AR-CR-03C Councils
- 1:30pm - 4:00pm Travel to Airport
- 5:30pm - 7:35pm Gate 128 - Southwest Flight #1440 - Conf. #1587A - Orlando @ 5:30p.m.
  - Returns BWI @ 7:35p.m. (From Orlando)

Saturday, February 25

Sunday, February 26

Lightfoot, Robert M. (HQ-A1000)
**Monday, February 27**

**Renee Wyrm**

- **Morning Tag-up (if needed)**
  - 7:00am - 7:30am Morning Tag-up (if needed)
  - 7:30am - 8:00am Lakiesha Hawkins Shadow Opportunity (Robert’s Office)
  - 8:00am - 8:30am A-Suite Tag-up w/Mr. Gerstermaier (Robert’s Office)
  - 8:30am - 9:30am A-Suite Tag-up (HQ-CR-ACR3) - Lightfoot, Robert
  - 9:30am - 10:00am Tag-up w/Lisa and Lisa (Robert’s Office)
- **10:00am - 10:30am Deskwork**
  - 10:30am - 11:00am Tag-up w/Bob Jacobs (Robert’s Office)
  - 11:00am - 12:00pm Junior Leadership Vits (8Q4)
  - 12:30pm - 1:00pm Tag-up w/Steve J. (Robert’s Office)
  - 1:00pm - 1:30pm Pre-LMF Meeting (HQ-CR-ACR2)
  - 1:30pm - 2:30pm Bilateral w/US Space Agency (DLR)
  - 2:30pm - 3:00pm Monthly SES Staff Meeting (HQ-CR-ACR1)
  - 3:00pm - 5:00pm Passback Discussion (HQ-CR-ACR2)

**Wednesday, March 1**

**Lesa Telework**

- **WebTADS Due** - Lightfoot, Robert M. (HQ-A1000)
- **Morning Tag-up (if needed)**
  - 7:00am - 7:30am Morning Tag-up (if needed)
  - 8:00am - 8:30am Tag-up w/Andrew Hunter (Robert’s Office/Lesa to)
  - 9:30am - 10:00am Robert/Michele Gates Tag-up (Robert’s Office)
  - 10:00am - 10:30am Tag-up w/Terry Wilcutt (Robert’s Office)
  - 10:30am - 11:00am Robert/Rex Geveden, BWX Technologies, Inc.
  - 11:00am - 12:00pm Out of Board MSC (MAB)
  - 12:30pm - 1:00pm Guidance for Center Workforce Master Plans
  - 12:30pm - 1:00pm Hold for meeting w/Congressman Bera
- **1:30pm - 2:00pm Deskwork**
  - 2:00pm - 2:45pm Debrief on Executive Safety Leadership Program
  - 3:00pm - 3:30pm SES Onboarding (Marshall Smith, MSFC)
  - More Items...

**Friday, March 3**

**Caroline’s**

- **Lesa Telework**
  - Mr. Cabana on leave
- **Morning Tag-up (if needed)**
  - 7:00am - 7:30am Morning Tag-up (if needed)
  - 7:30am - 8:00am Thank You Notes
  - 8:00am - 8:30am Tag-up w/Lesa, Lisa, and Rise (Robert’s Office)
  - 9:30am - 10:30am Deskwork
  - 10:30am - 11:00am SES Onboarding (Michael Kincaid, JSC)
  - 11:00am - 11:30am Deskwork
  - 11:30am - 12:00pm Tag-up w/Todd May - 11:30a.m. EST
  - 12:30pm - 1:00pm Richard/Telecon w/William Lane - 12:30p.m.
  - 1:00pm - 1:30pm SES Onboarding (Thomas Zurbuchen, Hdpd.)
  - 1:30pm - 2:30pm Nuclear Investment Strategy
  - More Items...

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**February 2017**

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**March 2017**

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**Tuesday, February 28**

- **Morning Tag-up (if needed)**
  - 7:00am - 7:30am Morning Tag-up (if needed)
  - Lightfoot, Robert M. (HQ-A1000)
  - 8:00am - 8:30am Meeting w/Terry Hagen, Jacobs’ President, Aerospace & Technology (HQ-CR-ACR3) - Lightfoot, Robert M.
  - 8:30am - 9:30am Bi-Weekly Tag-up (HQ-CR-ACR1)
  - 9:30am - 11:30am Executive Council (ACR-1)
  - 11:00am - 1:00pm Passback Discussion
  - 1:00pm - 3:00pm Agency Labor-Management Forum (HQC)
  - 3:30pm - 3:30pm Deskwork/Hold for turnover of LMF
  - 4:30pm - 6:00pm NASA’s 22nd Annual Export Control Program
  - 4:30pm - 5:00pm Prep for March 2/US Chamber of Commerce
  - 4:30pm - 5:00pm is driver - Transport Robert
  - 5:00pm - 5:30pm Meeting w/Sen. Cruz (SR-104 Russell)
  - 5:30pm - 6:00pm Transport Robert +3 From Russell Senate Office

**Thursday, March 2**

- **Lesa Telework**
  - Mr. Cabana on leave
  - **Todd May’s B’day**
  - 7:30am - 7:30am Morning Tag-up (if needed)
  - 7:30am - 8:00am OTA Beverage Club $ Due for March
  - 8:00am - 8:30am Monthly Tag-up w/Donald James (Robert’s Office)
  - 8:30am - 9:30am Bi-Weekly Tag-up (HQ-CR-ACR1)
  - 9:00am - 10:15am Transport Robert +2 to the Omni Shoreham
  - 10:15am - 10:30am speakers arrive 30 min. early (Report to)
  - 10:45am - 11:30am U.S. Chamber of Commerce 16th Annual
  - 11:30am - 12:00pm Transport Robert +2 from Omni Shoreham
  - 12:30pm - 1:00pm Robert/Lauren Leo (Robert’s Office) - Lightfoot
  - 1:00pm - 1:30pm Tag-up w/McBride - 1:00p.m. EST (McBride to call
  - More Items...

**Saturday, March 4**

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**Sunday, March 5**
<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>7 AM</td>
<td><strong>Morning Tag-up (if needed)</strong>&lt;sup&gt;(3)&lt;/sup&gt; Lightfoot, Robert M. (HQ-A1000)</td>
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<tr>
<td>8</td>
<td>Tag-up w/Andrew Hunter; Robert’s Office/Lesa to call 202-358-1808; Lightfoot, Robert M. (HQ-A1000)</td>
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<td>9</td>
<td>Robert/Michele Gates Tag-up; Robert’s Office, Lightfoot, Robert M. (HQ-A1000)</td>
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<td>10</td>
<td>Tag-up w/Terry Wilcutt; Robert’s Office&lt;sup&gt;(b)(6)&lt;/sup&gt; Lightfoot, Robert M. (HQ-A1000)</td>
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<td>Robert/Rex Geveden, BWX Technologies, Inc.; Robert’s Office 9BS2; Lightfoot, Robert M. (HQ-A1000)</td>
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<td>11</td>
<td>Out of Board MSC (MAF) HQ-CR-ACR3&lt;sup&gt;(b)(6)&lt;/sup&gt; Lightfoot, Robert M. (HQ-A1000)</td>
</tr>
<tr>
<td>12 PM</td>
<td><strong>Guidance for Center Workforce Master Plans</strong> Robert’s Office/Lesa to call 202-358-1808 Lightfoot, Robert M. (HQ-A1000)</td>
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<td></td>
<td>Hold for meeting w/Congressman Bera</td>
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<td></td>
<td><strong>Deskwork</strong></td>
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<tr>
<td>2</td>
<td>Debrief on Executive Safety Leadership Program HQ-CR-ACR3&lt;sup&gt;(b)(6)&lt;/sup&gt; Lightfoot, Robert M. (HQ-A1000)</td>
</tr>
<tr>
<td>3</td>
<td>SES Onboarding (Marshall Smith, MSFC) - 3:30p.m. EST; Robert’s Office 9BS2; Lightfoot, Robert M. (HQ-A1000)</td>
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<tr>
<td>4</td>
<td>Monthly Tag-up w/OCOM &amp; O13A; HQ-CR-ACR3&lt;sup&gt;(b)(8)&lt;/sup&gt; Lightfoot, Robert M. (HQ-A1000)</td>
</tr>
<tr>
<td></td>
<td>Monthly Tag-up w/Paul Martin - IG; Robert’s Office/Lesa to call 202-358-1808; Lightfoot, Robert M. (HQ-A1000)</td>
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</tbody>
</table>
March 3, 2017
Friday

7 AM
- Morning Tag-up (if needed); Lightfoot, Robert M. (HQ-A1000)

8
- Tag-up w/Lesa, Lisa, and Rise'; Robert's Office/Lesa to call 202-358-1808; Lightfoot, Robert M. (HQ-A1000)

9

10
- SES Onboarding (Michael Kincaid, JSC) - 10:30a.m. EST; Robert's Office 9852; Lightfoot, Robert M. (HQ-A1000)

11
- Tag-up w/Todd May - 11:30a.m. EST; Lightfoot, Robert M. (HQ-A1000)

12 PM
- Robert/Telecon w/William Lane - 12:30 p.m. EST; Mr. Lane to call 202-358-1808; Lightfoot, Robert M. (HQ-A1000)

1
- SES Onboarding (Thomas Zurbruchen, Hqqs.); Robert's Office; Lightfoot, Robert M. (HQ-A1000)

2
- Nuclear Investment Strategy
  HQ-CR-ACRL
  Lightfoot, Robert M. (HQ-A1000)

3
- Briefing on a study on Cislunar space
  6th floor SCIF (6Q71)
  Cremins, Tom (HQ-A1000)
Monday, March 6
- 7:00am - 7:30am Morning Tag-up (if needed)
- 7:50am - 8:00am Tony Griffith to shadow Robert all day (Robert's)
- 8:00am - 8:30am Tag-up w/Gerstenmaier (Robert's Office)
- 9:30am - 10:00am Tag-up w/Lesa and Lisa (Robert's Office)
- 10:00am - 10:30am Readbook - Lightfoot, Robert M. (HQ-A1000)
- 11:00am - 12:00pm Senior Leadership Vits (8Q40)
- 12:30pm - 1:00pm Tag-up w/Steve J. (Robert's Office) - Lightfoot,
- 1:00pm - 1:30pm Deskwork
- 1:30pm - 2:30pm Commercial LEO Space Stations (HQ-CR-ACR1)
- 2:30pm - 3:00pm Tag-up w/Carell ASAP (Robert's Office)
- 3:00pm - 3:30pm Tag-up w/Lesa and Tom (Robert's Office)
- 3:30pm - 4:00pm Meeting w/Richard DelBello, et al (HQ-CR-ACR1)
- 4:00pm - 4:30pm Bi-monthly w/Dr. Michael Watkins/JPL
- 4:30pm - 5:00pm Courtesy Visit - Made In Space CEO Andrew Rush

Wednesday, March 8
- 7:00am - 10:00am 55th Robert H. Goddard Memorial Symposium
- 10:30am - 11:00am Travel Time - Lightfoot, Robert M. (HQ-A1000)
- 10:35am - 10:40am Erik to call Robert
- 11:00am - 11:30am Tag-up w/Ralph/Lesa (Robert's)
- 11:30am - 12:00pm Tag-up w/Krista (Robert's Office) - Lightfoot,
- 12:00pm - 12:30pm Lunch
- 12:30pm - 1:00pm Mars 2020 CDR Initial Snapshot Telecon
- 1:15pm - 1:45pm Telecon w/Northrop Grumman - 1:15 p.m. EST
- 2:00pm - 2:30pm Meeting w/Dr. Tom Rosenbaum, CalTech Pres. &
- 2:30pm - 3:00pm Bi-Weekly w/Marcus Watkins - 2:30p.m. EST
- 3:00pm - 3:30pm Astrobitics to brief the PAT on their
- 3:30pm - 4:00pm Deskwork
- 4:00pm - 4:30pm Courtesy visit w/Space Foundation - Shelli

More Items...

Friday, March 10
- 7:00am - 7:30am Morning Tag-up (if needed)
- 7:30am - 8:00am Thank You Notes
- 8:00am - 8:30am Tag-up w/Lesa, Lisa, and Risse' (Robert's Office)
- 9:30am - 10:00am Budget Meeting - PPBE 19 (HQ-CR-ACR1)
- 10:00am - 10:30am Europa (Robert's Office) - Zurbuchen, Thomas H.
- 10:30am - 11:00am is driver--Robert +1/to
- 11:00am - 2:00pm Aerospace Industries Association Space
- 2:00pm - 2:30pm is driver--Robert +1/Pick-up
- 2:30pm - 3:00pm Robert/Bob Cabana (Robert's Office) - Lightfoot,
- 3:00pm - 4:00pm Recommended New Corrective Action w/SpaceX
- 4:00pm - 4:30pm Action--NPD Strategic Plan comments
- 5:00pm - 5:15pm Ball Aerospace Reception @Hilton Washington
- 6:30pm - 10:00pm 60th Annual Dr. Robert H. Goddard Memorial

Tuesday, March 7
- 7:00am - 7:30am Morning Tag-up (if needed)
- Lightfoot, Robert M. (HQ-A1000)
- 8:00am - 8:30am Tag-up w/Janet Kavandi (Janet to call
- 8:10am - 9:30am Bi-Weekly Tag-up (HQ-CR-ACR1)
- 9:30am - 10:30am Council Staff Meeting
- 10:30am - 11:30am Mars Helicopter (ACR-1) - Zurbuchen, Thomas
- 11:30am - 12:00pm Tag-up w/Rick Gilbrech - 11:30 a.m. EST (Rick
- 12:10pm - 12:30pm is driver - Transport Robert
- 12:30pm - 1:00pm Meeting w/Congressman Ben Cardin (8Q40)
- 12:30pm - 1:00pm Tag-up w/D. Terrier—Lesa to lead (Lesa's Office)
- 1:00pm - 1:30pm is driver - Transport Robert
- 1:30pm - 2:00pm Deskwork
- 2:00pm - 3:00pm JWST Senior Executive Quarterly #23 (Pre-SEQ)
- 3:40pm - 4:15pm JWST Senior Executive Quarterly #23 (NASA)

Thursday, March 9
- 7:00am - 7:30am Morning Tag-up (if needed)
- 8:00am - 8:30am NASA Sync for SpaceX Briefing (Telecon #)
- 8:30am - 9:30am Bi-Weekly Tag-up (HQ-CR-ACR1)
- 9:40am - 10:00am Travel Time–Depart for Hill (West Lobby-Beebl)
- 10:00am - 10:30am Mission Support Council Meeting (8Q40)
- 10:00am - 10:30am Member Courtesy Visit w/Chairman Rodney
- 10:30am - 11:00am Travel Time—Return (HQ) - Kerwin, Mary D.
- 1:10pm - 2:00pm 9th Floor Room
- 1:50pm - 2:00pm CFO All Hands (1030 Ginnan Auditorium)
- 2:00pm - 2:45pm Meeting w/CNES President Jean-Yves Le Gall
- 2:45pm - 3:00pm Robert/Mr. Gerstenmaier (Robert's Office)
- 3:00pm - 4:00pm Analysis in support of Capability Days w/Cris
- 4:00pm - 5:00pm CD/MD Forum - 4:00p.m. EST

More Items...

Saturday, March 11

Sunday, March 12

Lightfoot, Robert M. (HQ-A1000)
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<th>Time</th>
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<tr>
<td>7 AM</td>
<td>55th Robert H. Goddard Memorial Symposium - Meet Jim Kirkpatrick in Lobby at 7:06 a.m. for Breakfast/Keynote at 9:20 a.m.</td>
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<td>8</td>
<td>Travel Time; Lightfoot, Robert M. (HQ-AI000)</td>
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<td>9</td>
<td>Tag-up w/Robert/Ralph/Lesa;</td>
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<td>10</td>
<td>Tag-up w/Krista; Robert's Office; Lightfoot, Robert M. (HQ-AI000)</td>
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<td>11</td>
<td>Lunch</td>
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<td>12 PM</td>
<td>Mars 2020 CDR Initial Snapshot Telecon; ACR-1/Telecon only - See details inside; Tuttle, Wendy A. (HQ-DG000) [InuTeq, LLC]</td>
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<td>1</td>
<td>Telecon w/Northrop Grumman - 1:15 p.m. EST; Robert's Office</td>
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<td>2</td>
<td>Meeting w/Dr. Tom Rosenbaum, CalTech Pres. &amp; Dr. Michael Watkins - 2:00 p.m. EST; ACR-3; Lightfoot, Robert M. (HQ-AI000)</td>
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<td>3</td>
<td>BI-Weekly w/Marcus Watkins - 2:30 p.m. EST; Robert's Office; Lightfoot, Robert M. (HQ-AI000)</td>
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<td>Astrobotic to brief the PAT on their developments; ACR-1; Dimock, Jonathan W. (HQ-AA000)</td>
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<td>5</td>
<td>Deskwork</td>
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<td>Courtesy visit w/Space Foundation - Shelli Brunswick; ACR-3; Eden, Brandon T. (HQ-BA000)</td>
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<td>Robert/Erik; Robert's Office; Lightfoot, Robert M. (HQ-AI000)</td>
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<tr>
<td>8</td>
<td>55th Robert H. Goddard Memorial Symposium Reception/Annapolis Room</td>
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Lightfoot, Robert M. (HQ-AI000)
THURSDAY

7AM
Morning Tag-up (if needed); Lightfoot, Robert M. (HQ-AIO00)

8
NASA Sync for SpaceX Briefing; Telecon w; Roe, Ralph R. (LARC-KA000)

9
Bi-Weekly Tag up;
HQ CR-ACRL; Lightfoot, Robert M. (HQ-AIO00)

9
Travel Time-Depart for Hill; West Lobby-C

10
Travel Time-Return; HQ Kerwin, Mary D. (H)

11
Mission Support Council Meeting
HQ-CAL-OACS-Councils

12PM

1
9th Floor Room

2
Meeting w/CNES President Jean-Yves Le Gall
HQ-CR-ACRL; Lightfoot, Robert M. (HQ-AIO00)

3
Robert/Mr. Gerstenmaier; Robert's Office; Lightfoot, Robert M. (H)

4
CD/MD Forum - 4:00p.m. EST
HQ-CR-ACRL; Lightfoot, Robert M. (HQ-AIO00)

5
Meeting w/Senator Markey; 255 Dirksen; Lightfoot, Robert M. (HQ-AIO00)

is driver - Robert +1/Pick-up from Hill back to NASA Hdqs. West Lobby/POC: Rise', ext. 1808; Travel from 255 Dirksen;

Lightfoot, Robert M. (HQ-AIO00)
Monday, March 13

Patrick Scheuermann (b) (c) (d) (e) (f)

8:00am - 4:30pm

8:00am - 8:30am Tag-up w/Gerstenmaier – Lesa to lead (Lesa’s Office) - Lightfoot, Robert M. (HQ-A1000) (g)

10:30am - 11:00am Tag-up w/Reene – Lesa to lead (Lesa’s Office) - Lightfoot, Robert M. (HQ-A1000) (g)

11:00am - 12:00pm Senior Leadership Vits (8Q40) - Lightfoot, Robert M. (HQ-A1000) (g)

12:30pm - 1:00pm Tag-up w/Steve J.--Lesa to lead (Lesa’s Office) - Lightfoot, Robert M. (HQ-A1000) (g)

1:30pm - 2:00pm JWST Tag-up – Lesa to lead (Lesa’s Office) - Lightfoot, Robert M. (HQ-A1000) (g)

2:00pm - 2:30pm Tag-up w/Ceroi–ASAP–Lesa to lead (Lesa’s Office) - Lightfoot, Robert M. (HQ-A1000) (g)

3:00pm - 3:30pm Tag-up w/Lesa and Tom - Lesa to lead (Lesa’s Office) - Lightfoot, Robert M. (HQ-A1000) (g)

Wednesday, March 15

8:00am - 4:30pm Robert on Leave

8:00am - 8:30am Tag-up w/Andrew Hunter – Lesa to lead (Lesa’s Office) - Lightfoot, Robert M. (HQ-A1000) (g)

10:00am - 11:15am PMC Meeting (8Q40) - HQ-CAL-OACS-Councils (g)

Friday, March 17

Rise – leave at 2:30 p.m. - Lightfoot, Robert M. (HQ-A1000) (g)

7:00am - 7:30am Morning Tag-up (if needed) (b) (c) (d) (e) (f)

7:30am - 8:00am Thank You Notes (g)

8:00am - 8:30am Tag-up w/Lesa, Lisa, and Rise’ [Robert’s Office] - Lightfoot, Robert M. (HQ-A1000) (g)

9:30am - 10:00am 2017 SOAR Pre-brief (HQ-CR-ACR1) - Lightfoot, Robert M. (HQ-A1000) (g)

10:30am - 11:00am Monthly Tag-up w/Tag-up w/Jane, Krisa, et al

11:00am - 11:30am Center Director Outside Activity (Robert’s Office)

11:45am - 12:00pm Robert/Mr. McBride - 11:45 a.m. (Robert’s Office)

12:00pm - 12:30pm Follow-on w/Lakiesha Hawkins (Robert’s Office)

12:30pm - 1:30pm Lunch/Do not schedule

1:30pm - 2:00pm Space Symposium Schedule (HQ-CR-ACR3/Lesa)

2:00pm - 2:30pm Approve SATERN request for J. D. Polk

2:30pm - 3:00pm Hubble Servicing (Robert’s Office/Lesa to call)

More Items...

Sunday, March 19

2:00pm - 3:00pm Residence Inn Cape Canaveral Cocoa Beach (8555

Astronaut Blvd., Cape Canaveral, Fl. 32920) 221-252-1100)
March 17, 2017

FRIDAY

17

Rise—leave at 2:30 p.m. - Lightfoot, Robert M. (HQ-A1000)

7th

Morning Tag-up (if needed); Lightfoot, Robert M. (HQ-A1000)

Thank You Notes

Tag-up w/Lesa, Lisa, and Rise; Robert's Office: Lightfoot, Robert M. (HQ-A1000)

2017 SOAR Pre-brief
HQ-CR-ACR1
Lightfoot, Robert M. (HQ-A1000)

Monthly Tag-up w/Tag-up w/Jane, Krista, et al—Jane is not available; ACR-3; Lightfoot, Robert M. (HQ-A1000)

Center Director Outside Activity; Robert’s Office 9B52; Lightfoot, Robert M. (HQ-A1000)

Robert/Mr. McBride - 11:45 a.m.: Robert’s Office; Lightfoot, Robert M.

Lunch/Do not Schedule

Follow-on w/Lakiesha Hawkins; Robert’s Office; Lightfoot, Robert M.

Space Symposium Schedule; HQ-CR-ACR3/Lesa will dial in; Lightfoot, Robert M. (HQ-A1000)

Approve SATUREN request for J. D. Polk

Hubble Servicing; Robert’s Office/Lesa to call 202-358-1808, Lightfoot, Robert M. (HQ-A1000)

Phone call w/Tori Wilhelm; Victoria (Tori) to call 202 358 1808; Lightfoot, Robert M. (HQ-A1000)

Robert/J. D.; Robert’s Office; Lightfoot, Robert M. (HQ-A1000)
Monday, March 20
- Teleworking
- Morning Tag-up (if needed)
- 7:00am - 8:00am Robert/Shana (Robert's Office) - Lightfoot, Robert
- 8:00am - 9:00am Tag-up w/Gerstenmaier (Robert's Office) - Lightfoot, Robert
- 9:00am - 10:00am Tag-up w/Lesa and Lisa (Robert's Office) - Lightfoot, Robert
- 10:30am - 11:00am Roadbook - Lightfoot, Robert M. (HQ-A000)
- 11:00am - 12:00pm Agency Town Hall (Webb Auditorium) - Lightfoot, Robert
- 12:00pm - 1:00pm Lunch
- 1:00pm - 3:00pm Bi-weekly with AI Condes & Karen (Lesa to call)
- 1:30pm - 2:00pm JWST Tag-up (Lesa to lead - Telecon Only - More Items...

Wednesday, March 22
- House Space Subcommittee Hearing - HEIO will cover
- 7:00am - 8:30am Tag-up w/JaiWon Shin (Robert's Office) - Lightfoot, Robert
- 9:30am - 10:00am Deskwork
- 10:00am - 11:00am Monthly SES Staff Meeting (HQ-CR-ACR1) - Lightfoot, Robert
- 11:00am - 12:00pm Tag-up w/Krista (Robert's Office) - Lightfoot, Robert
- 12:00pm - 1:00pm Lunch
- 1:00pm - 3:00pm 2017 Strategic Objective Annual Review (SOAR) - Lightfoot, Robert
- 1:00pm - 3:00pm Bi-weekly with James Leatherwood - Lightfoot, Robert
- 1:00pm - 3:00pm 3:30pm Deskwork
- 3:40pm - 5:55pm 4:30p.m. Depart NASA HQ to Longworth
- 4:00pm - 4:30p.m. Meeting with Rep. Perlmutter (1410 Longworth) - Lightfoot, Robert
- 4:25pm - 3:30pm 4:25p.m. (may run a few minutes late)

Friday, March 24
- Morning Tag-up (if needed)
- 7:30am - 8:00am Thank You Notes/Park for NASA Heads Parking
- 8:00am - 8:30am Tag-up w/Lesa, Lisa, and Rise (Robert's Office)
- 8:30am - 9:30am Robert/Renee Wynn (Robert's Office 9852)
- 9:30am - 10:15am (U) Hypersonics Briefing (ACR-1) - Shara
- 10:30am - 11:00am TIME ADJUSTMENT - Meeting to discuss IVV
- 12:00pm - 12:30pm Deskwork
- 12:30pm - 1:00pm SES Onboarding (Howard Hu, JSC) - 12:30 p.m.
- 1:00pm - 1:30pm Tag-up w/Robert/Ralph/Lesa (Lesa to call)
- 1:30pm - 2:00pm Bi-weekly w/Marcus Watkins - 1:30p.m. EST
- 2:00pm - 2:30pm IBM License Review Resolution & ACES Service
- More Items...

Tuesday, March 21
- 7:00am - 7:30am Morning Tag-up (if needed)
- 7:30am - 8:00am GAO QuickLook Book - 2 Pager Batch#2
- 8:00am - 8:30am Tag-up w/Janet Kavandi (Janet to call)
- 8:30am - 9:30am Bi-Weekly Tag-up & Discussion on Executive
- 9:40am - 10:00am is driver - Transport Robert +5
- 10:00am - 11:00am Arrive White House/Met by WH/OSTP/EOE
- 11:00am - 12:00pm The White House for the NASA bill signing
- 11:40am - 12:00pm is driver - Transport Robert +5
- 12:00pm - 12:30pm Lunch/ Hold for Jen Rae to stop by
- 12:30pm - 1:00pm Tag-up w/D. Terrier (Robert's Office) - Lightfoot, Robert
- 1:00pm - 2:00pm Meeting with post-flight Astronaut Jeff Williams
- 2:00pm - 2:30pm Tag-up w/Ellen Ochoa - 2:00p.m. EST (Ellen to call)
- 2:30pm - 3:00pm Bi-monthly w/Dr. Watkins/JPL - 2:30p.m. EST
- More Items...

Thursday, March 23
- 7:00am - 7:30am Morning Tag-up (if needed)
- 8:00am - 8:40am FN: Lesa (Tuesday) / Krista (Wednesday) / Robert (Thursday) Beam in to SIP (Adobe Connect)
- 8:40am - 9:30am Bi-weekly Tag-up (HQ-CR-ACR1) - Lightfoot, Robert
- 9:30am - 10:00am BPR Prep
- 1:00pm - 1:30pm BPR (8040) - HQ-CAL-OACS-Councils
- 1:30pm - 2:00pm Deskwork/Approve SATERN Request for Mr. Gerstenmaier
- 2:00pm - 4:00pm EC (Core) (ACR-1) - HQ-CAL-OACS-Councils
- 4:00pm - 5:00pm CD/MD Forum - 4:00p.m. EST (HQ-CR-ACR1)
- More Items...

Saturday, March 25

Sunday, March 26

Lightfoot, Robert M. (HQ-A000)
# March 20, 2017

**Monday**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
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<tr>
<td></td>
<td><strong>MONDAY</strong></td>
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<td><strong>20</strong></td>
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<td></td>
<td>Lesa -- Teleworking</td>
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<td><strong>7 AM</strong></td>
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<td></td>
<td>Morning Tag-up (if needed); Lightfoot, Robert M. (HQ-AI000)</td>
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<td>Robert/Shana; Robert's Office; Lightfoot, Robert M. (HQ-AI000)</td>
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<td></td>
<td>Tag-up w/ Gerstenmaier; Robert's Office/Lesa to call 202-358-1808; Lightfoot, Robert M. (HQ-AI000)</td>
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<td><strong>9</strong></td>
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<tr>
<td></td>
<td>Tag-up w/ Lesa and Lisa; Robert's Office; Lightfoot, Robert M. (HQ-AI000)</td>
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<td>Readback; Lightfoot, Robert M. (HQ-AI000)</td>
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<td>Deskwork/Prep for All Hands</td>
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<td>Agency Town Hall</td>
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<td>Webb Auditorium</td>
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<td>Lightfoot, Robert M. (HQ-AI000)</td>
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<td><strong>12 PM</strong></td>
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<td></td>
<td>Lunch</td>
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<td></td>
<td>Tag-up w/ Steve J; Robert's Office/Lesa to call 202-358-1808; Lightfoot, Robert M. (HQ-AI000)</td>
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<td></td>
<td>Depart for Bi-weekly with Al Condes &amp; Karen; Lesa to lead -- Telecon Only -</td>
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<td>JWST Tag-up; Lesa to lead -- Telecon Only -</td>
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<td></td>
<td>NAC Member Appointment Process; HQ-CR-ACR3/Will call Lesa</td>
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<td></td>
<td>Tag-up w/ Lesa and Tom -- Lesa to Lead; Telecon Only</td>
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<td>Meeting on Resource Prospector Lander Decision</td>
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<td>ACR-1; Gerstenmaier, William H. (HQ-CA000)</td>
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<td>Mission Support Survey</td>
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Lightfoot, Robert M. (HQ-AI000)
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<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
<th>Attendees</th>
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<tbody>
<tr>
<td>7 AM</td>
<td>Morning Tag-up (if needed)[(6)[6]] Lightfoot, Robert M. (HQ-AI000)</td>
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<td></td>
<td>GAO QuickLook Book - 2 Pager Batch#2; Comments Due at noon</td>
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<td>8</td>
<td>Tag-up w/Janet Kavandi; Janet to call 202-358-1808; Lightfoot, Robert M. (HQ-AI000)</td>
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<tr>
<td>9</td>
<td>Bi-Weekly Tag-up &amp; Discussion on Executive Order</td>
<td>Lightfoot, Robert M. (HQ-AI000)</td>
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<td>HQ-CR-ACR3</td>
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<td>10</td>
<td>Howard Ebert is driver - Transport Robert +5 to White House;</td>
<td>Arrive White House/Met by WH/OSTP/EEOB Representative</td>
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<td>Lightfoot, Robert M. (HQ-AI000)</td>
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<td>11</td>
<td>The White House for the NASA bill signing; The Roosevelt Room/White House; Lightfoot, Robert M. (HQ-AI000)</td>
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<td>is driver - Transport Robert +5 - Pick-up @White House</td>
<td>Lunch/Hold for Jen Rae to stop by</td>
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<td>12 PM</td>
<td>Tag-up w/D. Terrier; Robert's Office; Lightfoot, Robert M. (HQ-AI000)</td>
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<tr>
<td>1</td>
<td>Meeting with post-flight Astronaut Jeff Williams</td>
<td>Lightfoot, Robert M. (HQ-AI000)</td>
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<td>HQ-CR-ACR3</td>
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<td>2</td>
<td>Tag-up w/Ellen Ochoa - 2:00p.m. EST; Ellen to call 202-358-1808; Lightfoot, Robert M. (HQ-AI000)</td>
<td>Lightfoot, Robert M. (HQ-AI000)</td>
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<td>Bi-monthly w/Dr. Watkins/IPL - 2:30p.m. EST;</td>
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<td>3</td>
<td>Deskwork/Conference Approvals</td>
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<td>4</td>
<td>Call w/Mike Young (acting Secretary of Agriculture); Robert's Office; Lightfoot, Robert M. (HQ-AI000)</td>
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<tr>
<td>5</td>
<td>Pre-BPR brief ESD/HED Presentation; HQ-CR-ACR1; [6] Lightfoot, Robert M. (HQ-AI000)</td>
<td>Lightfoot, Robert M. (HQ-AI000)</td>
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<td>Robert/Tag-up w/Jeff; Robert's Office; Lightfoot, Robert M. (HQ-AI000)</td>
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<td>5</td>
<td>Robert/Bob Jacobs; Bob to call [6] Lightfoot, Robert M. (HQ-AI000)</td>
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<td>Time</td>
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<tr>
<td>7 AM</td>
<td>Morning Tag-up (if needed); Lightfoot, Robert M. (HQ-AI000)</td>
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<td>8</td>
<td>Thank You Notes/Park for NASA Hqns. Parking</td>
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<td>9</td>
<td>Tag-up w/Lesa, Lisa, and Kise; Robert’s Office; Lightfoot, Robert M. (HQ-AI000)</td>
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<td>10</td>
<td>(LJ) Hypersonics Briefing; ACR-1; Date, Shana (HQ-AA000); US Government</td>
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<td>11</td>
<td>TIME ADJUSTMENT - Meeting to discuss TV&amp;V Waiver for the SGSS project (10:30 - 11:00 am ET/9:30 - 10:00 am CT); Dial-in</td>
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<td>12 PM</td>
<td>Deskwork</td>
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<td>Monthly Tag-up w/Hewlett Packard Enterprise - 11:30 a.m. EST; ACR-3, Lightfoot, Robert M. (HQ-AI000)</td>
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<tr>
<td>1</td>
<td>Lunch</td>
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<td>2</td>
<td>SES Onboarding (Howard Hu, JSC) - 12:30 p.m. EST; Robert’s Office 9652; Lightfoot, Robert M. (HQ-AI000)</td>
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<td>3</td>
<td>Tag-up w/Robert/Ralph/Lesa; Ralph to call 202-358-1808; Lightfoot, Robert M. (HQ-AI000)</td>
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<td>4</td>
<td>Bi-Weekly w/Marcus Watkins - 1:30 p.m. EST; Marcus to call 202-358-1806; Lightfoot, Robert M. (HQ-AI000)</td>
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<td>5</td>
<td>IBM License Review Resolution &amp; ACES Service Contract Act; ACR-2, Lightfoot, Robert M. (HQ-AI000)</td>
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<td>6</td>
<td>ACES ASM DM Actions 1&amp;2; ACR-2-Telecon; Wynn, Renee P. (HQ-JA000)</td>
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<td>7</td>
<td>Robert/Scott Barber and Jim Norman; Robert’s Office; Lightfoot, Robert M. (HQ-AI000)</td>
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<td>8</td>
<td>Robert/Jen Rae; Robert’s Office; Lightfoot, Robert M. (HQ-AI000)</td>
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<tr>
<td>9</td>
<td>Assessment for Renee Wynn; Due March 27</td>
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<td>Dinner</td>
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</table>
Monday, March 27

- 7:00am - 7:30am Morning Tag-up (if needed) (b) (6)
  Lightfoot, Robert M. (HQ-A1000)
- 8:00am - 8:30am Deskwork
- 9:30am - 10:00am Robert/Lea/Lisa Tag-up (Robert's Office)
- 10:00am - 10:30am Deskwork
- 10:30am - 11:00am Robert/Lea/Renee Tag-up (Robert's Office)
- 11:00am - 12:00pm Senior Leadership Vits (8QM) (b) (6)
- 12:00pm - 1:30pm Lunch
- 12:30pm - 1:30pm Tag-up w/Steve Jurczak (Robert's Office)
- 1:00pm - 2:30pm Deskwork
- 2:30pm - 3:15pm Quarterly Performance Assessments
- 3:30pm - 4:00pm Tag-up w/Lesa and Tom (Robert's Office)
- 4:00pm - 4:30pm Tag-up w/McBride - 4:00p.m. EST
- 4:30pm - 5:00pm Robert/Thomas (Robert's Office) - Lightfoot

Wednesday, March 29

- 7:00am - 7:30am Morning Tag-up (if needed) (b) (6)
  Lightfoot, Robert M. (HQ-A1000)
- 8:00am - 8:30am Tag-up w/Andrew Hunter (Robert's Office)
  Lightfoot, Robert M. (HQ-A1000)
- 9:30am - 10:00am Briefing on Enterprise Risk Management
  Initiative & Agency Risk Profile (HQ-CR-ACR1) - Lightfoot, Robert M.
- 10:00am - 10:30am Tag-up w/Terry Wilcutt (Robert's Office/Terry to call 202-355-1108)
  Lightfoot, Robert M. (HQ-A1000)
- 10:30am - 11:00am Meeting w/Meldon Wolfgang - Transition
- 12:00pm - 12:30pm Lunch
- 12:30pm - 1:00pm Tag-up w/D. Tu - 12:30p.m. (Robert's Office)
- 1:00pm - 4:00pm SMG (8QM) - HQ-CAI - DACS-Councils
- 4:00pm - 4:30pm Robert/Chris Sanders Telecon - 4:00p.m. EST
- 6:30pm - 8:30pm NAC Dinner @ Landini Brothers Restaurant

Friday, March 31

NAC - Coffee @ 8:30a.m./Start at 9:00a.m. (9H40)
Rise (b) (6) - Lightfoot, Robert M. (HQ-A1000)

7:30am - 7:30am Morning Tag-up (if needed) (b) (6)
Lightfoot, Robert M. (HQ-A1000)
- 7:30am - 8:00am Thank You Notes/Change Launchpad Password
- 8:00am - 8:30am Robert in at 8:30
- 9:30am - 11:30am Private Appointment &
- 11:30am - 12:00pm Deskwork
- 12:00pm - 1:30pm Lunch
- 1:00pm - 2:00pm Commercial Crew Program Probabilistic Safety
- 2:15pm - 2:30pm Robert/Rod Liesveld @ 2:15p.m. (Robert's Office)
- 2:30pm - 3:30pm Quarterly Senior Intelligence Briefing (6QM SCIF)
- 3:30pm - 4:30pm Depart for the Day/Travel to Goddard
- 5:00pm - 6:00pm JWST Viewing (Building 29, 2nd Hour)

Tuesday, March 28

- 7:30am - 7:30am Morning Tag-up (if needed) (b) (6)
- 8:00am - 8:30am Tag-up w/Donald James (Robert's Office)
- 8:30am - 9:00am Bi-Weekly Tag-up (HQ-CR-ACR1) (b) (6)
- 9:30am - 10:00am Council Staff Meeting
- 10:00am - 10:30am OSI Meeting to Reduce the Footprint Report
- 11:30am - 12:00pm Tag-up w/Rick Gilbrech - 11:30 a.m. EST (Rick)
- 12:00pm - 1:30pm Lunch
- 1:00pm - 1:30pm Tag-up w/J. D. (Robert's Office) - Lightfoot, Robert
- 1:30pm - 2:00pm SES Onboarding (Charles Cockrell, LaRC)
- 2:00pm - 2:30pm Robert/Discuss joint session w/intl. partners
- 2:30pm - 3:00pm Tag-up w/Jen Rae and Bob Jacobs (Robert's
- 3:00pm - 5:00pm Retirement Reception for Donald James
- 4:30pm - 5:00pm Robert/Mr. Gerstenmaier (Robert's Office)

Thursday, March 30

Margot's (b) (6)
Rise (b) (6) - Lightfoot, Robert M. (HQ-A1000)

7:00am - 7:30am Morning Tag-up (if needed) (b) (6)
Lightfoot, Robert M. (HQ-A1000)
- 7:30am - 8:30am Follow-up to Prospector Landing Decision
- 7:30am - 8:00am $10 MEC Lunch - Lightfoot, Robert M. (HQ-A1000)
- 8:30am - 9:00am Deskwork
- 9:00am - 10:00am Non-Public NASA Advisory Council Meeting
- 10:00am - 10:30pm Mission Support Council Meeting (8QM)
- 1:30pm - 2:15pm Public - NASA Advisory Council Meeting
- 3:00pm - 3:30pm Deskwork
- 3:30pm - 4:00pm Tag-up w/Gale Allen (Robert's Office) - Lightfoot,
- 4:00pm - 5:00pm Board Bus for PRA Dinner - Bus will leave at
- 5:00pm - 8:00pm SAVE THE DATE: NASA's 2016 Presidential Rank

Saturday, April 1

Sunday, April 2

- 2:05pm - 6:05pm Southwest Flight #319F - Conf. #33RRWE
  Departs @ 2:05p.m. arrive @ 4:05p.m. MT From BIL to Denver - 4
  hrs.
- 6:30pm - 7:00pm Ride w/Stephanie Schifreno (Stephanie's Cell
  Phone #202-317-60S) - Lightfoot, Robert M. (HQ-A1000)
### Monday, April 3
- **7:00am - 7:30am** Morning Tag-up (if needed) (b) (6)
  - Lightfoot, Robert M. (HQ-A1000)  
- **8:00am - 4:30pm** 33rd Space Symposium
- **10:45am - 11:15am** Meet @Broadmoor West @9:45a.m. (Easter Egg Display) - Lightfoot, Robert M. (HQ-A1000)

### Tuesday, April 4
- **7:00am - 7:30am** Morning Tag-up (if needed) (b) (6)
  - Lightfoot, Robert M. (HQ-A1000)  
- **8:00am - 4:30pm** 33rd Space Symposium - Lightfoot, Robert M. (HQ-A1000)
- **9:30am - 10:30am** Progress/Status for ESD - 7:30a.m.-8:30p.m Mountain Time (El Pomar Board Room @the Broadmoor) - Lightfoot, Robert M. (HQ-A1000)
- **10:45am - 12:30pm** Robert - Space Agency Leaders Panel - 8:45 a.m.-10:30a.m. - Lightfoot, Robert M. (HQ-A1000)

### Wednesday, April 5
- **7:30am - 7:30am** Morning Tag-up (if needed) (b) (6)
  - Lightfoot, Robert M. (HQ-A1000)
- **9:00am - 10:00am** Meeting w/Robert Lightfoot, et al - SLS, Orion, GSPO Progress Status - 7:00a.m. Mountain Time (The Devereaux Room @The Broadmoor - Room 401/4th floor) - Lightfoot, Robert M. (HQ-A1000)
- **1:00pm - 6:15pm** 33rd Space Symposium and Lockheed Martin (3:30p.m. Mountain Time) - Lightfoot, Robert M. (HQ-A1000)
- **1:00pm - 2:30pm** Hill Award Luncheon @ noon (Table 4/Colorado Hall) - Lightfoot, Robert M. (HQ-A1000)

### Thursday, April 6
- **7:00am - 7:30am** Morning Tag-up (if needed) (b) (6)
  - Lightfoot, Robert M. (HQ-A1000)
- **8:30am - 9:30am** Bi-Weekly Tag-up (HQ-CR-ACRL) (b) (6)
  - Lightfoot, Robert M. (HQ-A1000)
- **7:00am - 6:30pm** Sierra Nevada/Aerospace - SNC @10:00a.m. Mountain Time/Ball Aerospace @1:30p.m. Mountain Time - Lightfoot, Robert M. (HQ-A1000)

### Friday, April 7
- **7:00am - 7:30am** Morning Tag-up (if needed) (b) (6)
  - Lightfoot, Robert M. (HQ-A1000)
- **10:25am - 1:40pm** 6 Gate C28 - Southwest Flight #4384 - Conf. #5IRR6W - Depart Denver @8:25a.m. MT/arrives BWI @1:40p.m. (from Denver 3hr 15 min.)
- **2:00pm - 5:00pm** Travel

### Saturday, April 8

### Sunday, April 9
**April 10, 2017 - April 16, 2017**

### Monday, April 10
- **Return of Space Station Crew Members to Earth April 10**
  - Mr. Cabana on travel (1)(2)
  - 6:30am - 8:30am Picture w/OTIS - Mark Voyton will meet you
  - 6:30am - 7:15am Picture with OTIS (Meet in B29 First Floor Lobby)
  - 8:15am - 8:30am Tag-up w/Mr. Garstenmaier (Robert's Office)
  - 9:30am - 10:00am Tag-up w/Lesa and Lisa (Robert's Office)
  - 10:00am - 10:30am Readbook: Lightfoot, Robert M. (HQ-AI000)
  - 10:30am - 11:00am Tag-up w/Ken (Robert's Office/Perm Hanes to
  - 11:00am - 12:00pm Senior Leadership Vits (8Q40) (3)(4)
  - 11:30am - 12:00pm JPL Facilities Discussion (After the Senior)
  - 12:00pm - 12:30pm Lunch - Lightfoot, Robert M. (HQ-A1000)
  - 12:30pm - 1:45pm Tag-up w/Steve J. (Robert's Office) - Lightfoot
  - 12:45pm - 1:30pm Travel Time (Enter Southwest Gate. turn left after
  - More Items...  

### Tuesday, April 11
- **7:00am - 7:30am Morning Tag-up (if needed)** (5)(6)
- 8:00am - 8:30am Tag-up w/Lesa and Tom (Robert's Office)
- 8:30am - 9:30am Update on Deep Space Galaxy/SLS for Europa
- 9:30am - 10:30am Council Staff Meeting
- 10:30am - 11:00am Robert/Ellen Ochota - Mid-Point Perf. Plan
- 11:00am - 11:30am Feb. 28 LMF Follow-up (Robert's Office)
- 11:30am - 12:00pm Lunch - Lightfoot, Robert M. (HQ-AI000)
- 12:00pm - 12:30pm Mid-Point Performance Plan Discussion w/Dr.
- 12:30pm - 1:00pm Deskwork
- 1:00pm - 1:30pm Mid-Point Performance Plan Discussion -
  - 1:30pm - 2:30pm Follow-On: SpaceX Schedule Meeting (KSC HQ)
  - 2:30pm - 3:00pm Tag-up w/Jen Rae & Bob Jacobs (Robert's Office)
- 3:00pm - 3:30pm Deskwork
- 3:30pm - 4:00pm Video Taping for 2017 Financial Management

### Wednesday, April 12
- **WebTADS Due** - Lightfoot, Robert M. (HQ-AI000)
- **7:00am - 7:30am Morning Tag-up (if needed)** (5)(6)
- 8:00am - 8:30am Prep for WH Meeting (Robert's Office) - Lightfoot
- 8:30am - 8:50am WH meeting Prep Time (HQ-CR-ACR3) - Lightfoot
- 8:50am - 9:20am (3)(4) is driver - Travel Time - Lightfoot
- 9:30am - 10:30am FW Meeting on Crewed EM-1 study findings
- 10:30am - 11:00am (5)(6) is driver - Travel Time - Lightfoot
- 11:00am - 12:00pm Proposed Technical Authority for EP & Cyber
  - 11:30am - 7:00pm SpaceX Corrective Actions Follow Up (SpaceX -
  - 12:00pm - 12:30pm Lunch - Lightfoot, Robert M. (HQ-A1000)
  - 12:30pm - 1:00pm Robert/Lesa Roe - Mid-Point Performance Plan
  - 1:00pm - 1:30pm Monthly Tag-up w/Rebecca Lee (Robert's Office)
  - 2:00pm - 2:30pm SES Onboarding (Ms. Dana Weigel, JSC)
  - More Items...

### Thursday, April 13
- **Rise--leave at 12:30** - Lightfoot, Robert M. (HQ-AI000)
- **7:00am - 7:30am Morning Tag-up (if needed)** (5)(6)
- Lightfoot, Robert M. (HQ-AI000)
- 8:00am - 8:30am Robert/Lesa/James Leatherwood bi-weekly
- 8:25am - 8:30am Robert/Rebecca (Robert's Office) - Lightfoot
- 8:30am - 9:30am Bi-Weekly Tag-up (HQ-CR-ACR3) (5)(6)
- 9:30am - 10:00am Courtesy Meeting w/Leidos CEO Roger Krone
- 10:00am - 12:30pm Mission Support Council Meeting (ACR 2)
- 12:30pm - 1:00pm Lunch
- 1:00pm - 2:30pm Deskwork/Workforce Message/Gerst Memo
- 2:30pm - 3:00pm SES Onboarding (Mark Wiese, KSC) (Robert's
  - 3:00pm - 3:30pm Post March BPR w/Paul Shawcross, et al
  - 3:30pm - 4:00pm Tag-up w/Thomas Zurbuchen (Robert's Office)
  - 4:00pm - 5:00pm CD/MD Forum - 4:00p.m. EST

### Friday, April 14
- **Lesa/Rise** (1)(2)
- 8:00am - 4:30pm Robert (1)(2)

### Saturday, April 15

### Sunday, April 16
<table>
<thead>
<tr>
<th>MONDAY</th>
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<tr>
<td>10</td>
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<tr>
<td>Return of Space Station Crew Members to Earth April 10</td>
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<tr>
<td>Mr. Cabana on travel</td>
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<td>7th</td>
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<tr>
<td>Picture w/OTIS -- Mark Voyton will meet you @Bldg. 29 Front Entrance</td>
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<tr>
<td>800 Greenbelt Road, Greenbelt, MD/Bldg. 29 - SSDIF Cleanroom</td>
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<tr>
<td>Lightfoot, Robert M. (HQ-AI000)</td>
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<td>8</td>
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<td>Tag-up w/Mr. Gerstenmaier; Robert's Office; Lightfoot, Robert M. (HQ-AI000)</td>
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<td>Tag-up w/Lisa and Lica; Robert's Office, Lightfoot, Robert M. (HQ-AI000)</td>
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<tr>
<td>Readbook; Lightfoot, Robert M. (HQ-AI000)</td>
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<tr>
<td>Tag-up w/Renee; Robert's Office/Pam Hanes to call 202-358-1808; Lightfoot, Robert M. (HQ-AI000)</td>
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<tr>
<td>12th</td>
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<tr>
<td>Senior Leadership Vits</td>
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<td>8Q40</td>
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<tr>
<td>Lightfoot, Robert M. (HQ-AI000)</td>
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<tr>
<td>JPL Facilities Discussion (After the Senior Leadership Vits); HQ-CI</td>
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<tr>
<td>Lunch; Lightfoot, Robert M. (HQ-AI000)</td>
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<tr>
<td>Tag-up w/Steve J; Robert's Office; Lightfoot, Robert M. (HQ-AI000)</td>
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<tr>
<td>Classified Briefing - Hypersonics</td>
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<td>EEB8 Room 374</td>
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<td>Dale, Shara (HQ-AA000)/US Government</td>
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<td>Discussion - Soyuz Buy</td>
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<td>ACR-8; Dale, Shara (HQ-AA000)/US Government</td>
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<td>4</td>
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<tr>
<td>Education FTE Plan; ACR 1; Lightfoot, Robert M. (HQ-AI000)</td>
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</tbody>
</table>
### April 12, 2017

**Wednesday**

#### Morning Tag-up (if needed):

- Lightfoot, Robert M. (HQ-A1000)

#### Prep for WH Meeting:
- Robert's Office; Lightfoot, Robert M. (HQ-A1000)

#### WH Meeting Prep Time:
- HQ-CR-ACR3; Lightfoot, Robert M. (HQ-A1)

#### FW:
- Meeting on Crewed EM-1 study findings and FY18 funding
  - EEOB 228
  - Conant, Ann M. EOP/WHO

#### Proposed Technical Authority for EP & Cyber
- ACR-1
  - Lightfoot, Robert M. (HQ-A1000)

#### Lunch:
- Lightfoot, Robert M. (HQ-A1000)

#### Robert/Lesa Roe - Mid-Point Performance Plan Discussion:
- Robe

#### Monthly Tag-up w/Rebecca Lee:
- Robert's Office; Lightfoot, Rob

#### SES Onboarding (Ms. Dana Weigel, JSC) - 2:00 p.m. EST;
- Robert's

#### Monthly OCOM & OJIA Tag-up:
- HQ-CR-ACR3; Lightfoot, Robert

#### SES Onboarding (Laura Henry, Glenn):
- Robert's Office 9BS2; Lightf

#### Mid-Point Performance Plan discussion w/Chris Scoelese:
- Chris

#### SMC Strategic Plan Comments Due:
- Lightfoot, Robert M. (HQ-A1000)

---

**SpaceX Corrective Actions Follow Up**

- SpaceX - Hawthorne, CA - Timbuktu Conf Room (3rd floor; extension area)
- Jensen, Jessica M. (JSC-ON11)|Space Exploration Technologies Corporation|
Monday, April 17
Robert -- Telework

7:00am - 7:30am Morning Tag-up (if needed) (a) (b) (c) (d)
Lightfoot, Robert M. (HQ-A1000)

8:00am - 4:30pm Robert -- Telework

9:00am - 10:00am Tag-up w/Lesa and Lisa (b) (c) (d)
- Telecon Only - Lightfoot, Robert M. (HQ-A1000)

11:00am - 12:00pm Senior Leadership Vits (BQ10) (c) (d)
- Lightfoot, Robert M. (HQ-A1000)

12:00pm - 12:30pm Lunch - Lightfoot, Robert M. (HQ-A1000)

12:30pm - 1:00pm Tag-up w/Steve J. (b) (c) (d)
- Lightfoot, Robert M. (HQ-A1000)

1:00pm - 1:30pm Bi-weekly with Al Condes & Karen

1:30pm - 2:00pm JWT Tag-up - Thomas on travel

2:00pm - 2:30pm Tag-up w/Carol -- ASAP (b) (c) (d)

3:00pm - 3:30pm Tag-up w/Lesa and Tom (b) (c) (d)

Wednesday, April 19

7:00am - 7:30am Morning Tag-up (if needed) (a) (b) (c) (d)
Lightfoot, Robert M. (HQ-A1000)

9:30am - 10:00am Robert/Michele Gates Tag-up (Robert's Office) -
Lightfoot, Robert M. (HQ-A1000)

10:00am - 11:00am Meet w/Canadian Space Agency President
Sylvain Laporte (HQ-CR-ACR1) - Lightfoot, Robert M. (HQ-A1000)

11:00am - 11:15am April 25 NBA Prep w/Rox Geveden (Robert's Office/Mr. Geveden to call 202-358-1808) - Lightfoot, Robert M. (HQ-A1000)

11:30am - 12:30pm Robert/Krista - Mid-Point Performance Plan Discussion (Robert's Office) - Lightfoot, Robert M. (HQ-A1000)

12:00pm - 12:30pm Lunch - Lightfoot, Robert M. (HQ-A1000)

12:15pm - 12:45pm Call re National Space Council funding needs
(RLS) (DIN) (c) (d) - Dale, Shaina

1:00pm - 2:00pm PMC Meeting (BQ40) - HQ-CAL-DACS-Councils

Friday, April 21

7:30am - 7:30am Morning Tag-up (if needed) (b) (c) (d)

7:45am - 8:00am Robert/Steve Clarke -- OSTP - 7:45a.m. (Robert's
8:00am - 8:30am Mid-Point Performance Discussion
9:30am - 10:00am Robert/Telecon w/ASAP Members
10:30am - 11:30am Quarterly w/Randy (6039) - Lightfoot, Robert M.
11:30am - 12:00pm Mid-point Performance Plan discussion
12:00pm - 12:30pm Lunch - Lightfoot, Robert M. (HQ-A1000)
12:30pm - 1:00pm Robert/Andrew Hunter - Mid-Point Perf. Plan
1:30pm - 2:00pm Robert/Tom Cremins - Mid-Point Perf. Plan
1:30pm - 2:00pm Prep for April 25 NBA Panel Discussion
2:30pm - 3:00pm Tag-up w/Lesa, Lisa, and Rise' (Robert's Office)
3:00pm - 3:30pm Bi-monthly w/Dr. Michael Watkins/JPL

Saturday, April 22

Sunday, April 23

Tuesday, April 18
C. Eichel Birthday

Orbital ATK CRS-7 Launch @11:11

7:00am - 7:30am Morning Tag-up (if needed) (b) (c) (d)
Lightfoot, Robert M. (HQ-A1000)

7:30am - 8:00am Review Transition Message to Employees

8:00am - 8:30am Robert/Jane Kavandi - Mid-Point Performance
Plan Discussion (Robert's Office) - Lightfoot, Robert M. (HQ-A1000)

8:30am - 9:30am Bi-Weekly Tag-up (MQ-CR-ACR1) (b) (c) (d)

8:30am - 9:30am FYI - Exchange Council Coffee & Donuts Social

10:00am - 12:00pm Portrait Unveiling (Mr. Bolden and Dr.
12:00pm - 12:30pm Lunch - Lightfoot, Robert M. (HQ-A1000)

1:00pm - 2:00pm JPL CPARS Discussion

2:30pm - 5:00pm Extended EC / SMC (BQ40)

5:00pm - 6:00pm MSC Workforce Strategy (Robert's Office 9852)

Thursday, April 20
Robin Henderson's B' day

Terry Wikutt on

7:00am - 7:30am Morning Tag-up (if needed) (b) (c) (d)

7:45am - 8:00am Robert/Krista -- 7:45a.m. (Robert's Office)

8:30am - 9:00am Bi-Weekly Tag-up (HQ-CR-ACR1) (b) (c) (d)

9:00am - 10:00am Travel Time - Mike Brunson is driver

10:00am - 11:30am NSA Briefing (Fort Meade MD) - Dale, Shaina

11:30am - 12:00pm Travel Time & Lunch - Lightfoot, Robert M.

1:00pm - 1:30pm Monthly Tag-up w/Paul Martin - IG (Robert's

1:30pm - 2:00pm Deskwork

2:00pm - 2:15pm Phone call w/Congressman Dutch Ruppersberger

2:15pm - 3:30pm Small Business Videos - 2:15p.m. (NASA TV Studio)

3:00pm - 3:30pm Robert/Dave Bowles/Mid-Point Perf. Plan

More Items...
THURSDAY

20
Robin Henderson's (5) (6)
Terry W. Cutt on (5) (6)

Morning Tag-up (if needed); Lightfoot, Robert M. (HQ-A1000)

Robert/Krisa - 7:45 a.m.; Robert's Office; Lightfoot, Robert M. (HQ-A1000)

Bi-Weekly Tag-up; HQ-CR-ACRL (5) (6); Lightfoot, Robert M. (HQ-A1000)

Travel Time - Mike Brunson is driver 202-308-3102
Depart from West Lobby Curb
Lightfoot, Robert M. (HQ-A1000)

NSA Briefing
Fort Meade MD
Dale, Shana (HQ-A1000) [US Government]

Travel Time & Lunch
Lightfoot, Robert M. (HQ-A1000)

Monthly Tag-up w/Paul Martin - IG; Robert's Office; Lightfoot, Robert M. (HQ-A1000)

Deskwork

Phone call w/Congressman Dutch Ruppersberger; Robert's Office

Small Business Videos - 2:15 p.m.; NASA TV Studio Concourse

Robert/Dave Bowles/Mid-Point Perf. Plan Discussion; Dave to call 202-358-1808; Lightfoot, Robert M. (HQ-A1000)

Robert/Al Condes - Mid-Point Perf. Plan Discussion; Robert's Office; Lightfoot, Robert M. (HQ-A1000)

CD/MD Forum - 4:00 p.m. EST
HQ-CR-ACRL (5) (6)
Lightfoot, Robert M. (HQ-A1000)
April 21, 2017

FRIDAY

21

Morning Tag-up (if needed) Lightfoot, Robert M. (HQ-A1000)

Robert/Steve Clarke-OSTP - 7:45a.m.; Robert's Office, Lightfoot, R

Mid-Point Performance Discussion - Robert/Jaiwon Robert's C

Robert/Tolcon w/ASAP Members; ACR.1 Lightfoot, Robert M. (HQ-A1000)

Quarterly w/Randy 6039 Lightfoot, Robert M. (HQ-A1000)

Mid-point Performance Plan discussion w/Todd May - 11:30a.m. EST; Todd to call 202-358-1808; Lightfoot, Robert M. (HQ-A1000)

Lunch; Lightfoot, Robert M. (HQ-A1000)

Robert/Andrew Hunter - Mid-Point Perf. Plan Discussion; Robert's Office, Lightfoot, Robert M. (HQ-A1000)

Robert/Tom Cremins - Mid-Point Perf. Plan Discussion; Robert's Office, Lightfoot, Robert M. (HQ-A1000)

Robert/Marcus Watkins - Mid-Point Perf. Plan Discussion 1:30p.m. EST; Marcus to call 202-358-1808; Lightfoot, Robert M. (HQ-A1000)

Prep for April 25 NBA Panel Discussion - 2:00p.m. EST; Robert's Office Lightfoot, Robert M. (HQ-A1000)

Tag-up w/Lesa, Lisa, and Rise'; Robert's Office, Lightfoot, Robert M. (HQ-A1000)

Bi-monthly w/Dr. Michael Watkins/JPL - 300p.m.. EST Lightfoot, Robert M. (HQ-A1000)

Private Appointment

Dinner/PS; TBD
### Monday, April 24
- 7:00am - 7:30am Morning Tag-up (if needed)
- 7:45am - 8:00am Robert & Barry Geldzahler - 7:45am (Robert's)
- 8:30am - 9:00am Depart for WH Mtg. (West Lobby Curb) - Lightfoot, (HQ-A1000)
- 9:00am - 10:00am Arrive @ White House and go thru security
- 10:00am - 10:30am POTUS ISS call from Oval Office (White House)
- 10:30am - 11:30am Depart back to NASA Headquarters - Lightfoot, (HQ-A1000)
- 11:30am - 12:30pm Lunch - Lightfoot, Robert M. (HQ-A1000)
- 12:30pm - 1:00pm Robert/Steve Jurczyk - Mid-Point Performance
- 1:00pm - 2:00pm Work on White House Material
- 2:00pm - 2:30pm Robert/Renee - Mid-Point Performance
- 2:30pm - 3:00pm Meet w/ Glenn Delgato - Tag-up (Robert's Office)
- 3:00pm - 3:30pm Robert/James Leatherwood - Mid-Point

More Items...

### Wednesday, April 26
- 7:00am - 7:30am Morning Tag-up (if needed)
- Lightfoot, Robert M. (HQ-A1000)
- 7:30am - 8:00am Add Reviewer Access to Calendar for Jen Rae
- 8:00am - 9:00am Non-Budget Action Meeting (Headquarters 2E39) - Lightfoot, Robert M. (HQ-A1000)
- 9:00am - 10:00am NBA Session on Mission Support Architecture (2E39) - Lightfoot, Robert M. (HQ-A1000)
- 10:30am - 11:30am Presentation to Brief Acting Administrator Mr. Lightfoot/Acting Deputy Administrator Ms. Roe on the Status of Agency Mishaps (Conference Room 518/Dial-in: Adobe Connect (link provided below))
- 11:30am - 12:00pm Meeting w/Blue Origin - attendees listed below (ACR 2) - Lightfoot, Robert M. (HQ-A1000)
- 1:30pm - 2:30pm SES Onboarding (Stephen Creech, MSFC) - 2:30pm EST (Robert's Office 9B52) - Lightfoot, Robert M. (HQ-A1000)

### Friday, April 28
- Robert/Lesa - Telework
- 7:00am - 7:30am Morning Tag-up (if needed)
- 7:30am - 8:00am Thank You Notes
- 8:00am - 8:30am Tag-up w/Lesa, Lisa, and Risa
- 8:30am - 9:30am EM-1 Messaging (ACR-1 or DIN)
- 9:30am - 10:30am Deskwork
- 10:30am - 11:30am meeting w/Tom Cremins, Al Condes, and Jack
- 11:00am - 11:30am Robert/Terry Wilcutt - Mid-Point Performance
- 11:30am - 12:30pm Tag-up w/Todd May - 12:00pm EST
- 12:30pm - 1:00pm Lunch - Lightfoot, Robert M. (HQ-A1000)
- 1:00pm - 1:30pm Robert/Thomas Zurbuchen - Mid-Point
- 1:30pm - 5:00pm Do Not Schedule

### Tuesday, April 25
- Sheila Cloud's Birthday
- 7:00am - 7:30am Morning Tag-up (if needed)
- Lightfoot, Robert M. (HQ-A1000)
- 8:00am - 8:30am NBA Prep - Lightfoot, Robert M. (HQ-A1000)
- 8:30am - 4:30pm Non-Budget Action Meeting (Headquarters Room 2E39) - Lightfoot, Robert M. (HQ-A1000)
- 4:30pm - 6:00pm Non-Budget Action Social (2E39) - Lightfoot, Robert M. (HQ-A1000)

### Thursday, April 27
- HT-11 Attitude Control Motor Test (Elkton, MD - 55 Thiokol Road)
- 7:00am - 7:30am Morning Tag-up (if needed)
- Lightfoot, Robert M. (HQ-A1000)
- 7:45am - 8:00am Robert/Rod tag-up (Robert's Office) - Lightfoot, Robert M. (HQ-A1000)
- 8:00am - 8:30am Tag-up w/James Ortiz (Robert's Office) - Lightfoot, Robert M. (HQ-A1000)
- 8:30am - 9:30am Bi-Weekly Tag-up (HQ-CR-ACR1)
- 9:00am - 9:45am Post-flight meeting w/Astronaut Kate Rubins (Robert's Office) - Lightfoot, Robert M. (HQ-A3000)
- 1:00pm - 1:30pm BPR Meeting (HQ-400) - HQ CAL-CACS Councils
- 2:30pm - 3:00pm Meeting w/ Antelope Valley Board of Trade
- 3:00pm - 5:00pm Deskwork

### Saturday, April 29

### Sunday, April 30

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*Lightfoot, Robert M. (HQ-A1000)*
**April 24, 2017**

**Monday**

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
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<tbody>
<tr>
<td>7 AM</td>
<td><strong>Morning Tag-up (if needed):</strong> Lightfoot, Robert M. (HQ-A1000)</td>
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<td>Depart for WH Mtg.: West Lobby Curb; Lightfoot, Robert M. (HQ-A1000)</td>
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<td>Arrive @White House and go thru security; Lightfoot, Robert M. (HQ-A1000)</td>
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<td>POTUS ISS call from Oval Office; White House--Room TBD; Lightfoot, Robert M. (HQ-A1000)</td>
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<td>Depart back to NASA Headquarters; Lightfoot, Robert M. (HQ-A1000)</td>
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<td>11</td>
<td>Robert/LeSa/Sumara; Robert's Office; Lightfoot, Robert M. (HQ-A1000)</td>
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<tr>
<td>12 PM</td>
<td>Lunch; Lightfoot, Robert M. (HQ-A1000)</td>
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<td>Robert/Steve Jurczyk - Mid-Point Performance Review; Robert's Office; Lightfoot, Robert M. (HQ-A1000)</td>
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<td>Work on White House Material</td>
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<td>2</td>
<td>Robert/Renee - Mid-Point Performance Discussion; Robert's Office/Pam Hanes to call 202-358-3808; Lightfoot, Robert M. (HQ-A1000)</td>
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<td>3</td>
<td>Meet w/Glenn Delgado--Tag-up: Robert's Office; Lightfoot, Robert M. (HQ-A1000)</td>
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<td>3</td>
<td>Robert/James Leatherwood Mid-Point Performance Plan Discussion; Robert's Office 9B52; Lightfoot, Robert M. (HQ-A1000)</td>
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<td>4</td>
<td>Travel to White House; Lightfoot, Robert M. (HQ-A1000)</td>
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<td>4</td>
<td>WH Meeting - Risk Discussion of Crewed EM-1; EEOB 476; Dale, Shana (HQ-AA000)/US Government</td>
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<td>5</td>
<td>Travel from White House; Lightfoot, Robert M. (HQ-A1000)</td>
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<td>6</td>
<td>Invitation to speak with MLLP from 5-6PM on April 24; NIC 5; Stewart, Nancy E. (HQ-LE050) [VALADOR INC.]</td>
</tr>
</tbody>
</table>
May 1, 2017 - May 7, 2017

Monday, May 1

- 7:00am - 7:30am Morning Tag-up (if needed)
- 8:00am - 8:30am Robert-Gerstenmaier Mid-Point Perf. Plan
- 8:15am - 8:25am Lisa Smith (SBDP), MSFC, detail to Goddard
- 8:30am - 9:30am EM-1 Discussion (ACR-1 or DIN)
- 8:30am - Appointment Request for HQ FOH Lab Panel - Jones.
- 9:10am - 10:00am Tag-up w/Lesa and Lisa (Robert's Office)
- 10:00am - 10:30am Appointment Request for ***HQ Complete
- 11:30am - 12:00pm Tag-up w/Henree (Robert's Office) Pam Hares to
- 11:00am - 12:00pm Next Steps on Mission Architecture (Robert's
- 12:30pm - 1:00pm Lunch - Lightfoot, Robert M. (HQ-AID00)
- 1:00pm - 1:30pm Monthly tag-up with AI Condes (Robert's Office)
- 1:30pm - 2:00pm JWST Tag-up (Robert's Office) - Lightfoot, Robert

More Items...

Wednesday, May 3

- 7:00am - 7:30am Morning Tag-up (if needed)
- 8:00am - 8:30am Deskwork
- 9:00am - 9:30am Photo - Outside Small Business Display (West
- 9:30am - 10:00am Robert/Michele Gates Tag-up (Robert's office)
- 10:00am - 11:00am Meeting w/SAE International (ACR-1) - Dale
- 11:00am - 11:30am (**) is driver -- Transport Robert
- 11:30am - 12:00pm Robert/Rep. Knight (Room 1023 of the
- 12:00pm - 12:30pm (**) is driver -- Transport Robert
- 12:30pm - 1:00pm 9th Floor Room/Lunch - Lightfoot, Robert M.
- 1:00pm - 4:00pm LASER Supervision Summit (2E39) - Lightfoot
- 4:00pm - 5:30pm LASER Celebatory Reception (Columbia Cafe
- 5:00pm - 5:30pm (if any) Comments Due (COB 5/3/17)
- 6:30pm - 10:00pm AIAA Aerospace Spotlight Awards Gala

Thursday, May 4

- 7:00am - 7:30am Morning Tag-up (if needed)
- 8:00am - 8:30am Robert/Gerstenmaier - Mid-Point Perf. Plan
- 8:30am - 9:30am Bi-Weekly Tag-up (HQ-CR-ACR1)
- 9:30am - 10:00am Virtual PM Recording (NASA TV Studio)
- 10:00am - 10:30am Robert/Marla Perez-Davis Tag-up (Robert's
- 10:30am - 11:00am Robert/Rick Gilbrech - Mid-Point Performance
- 11:00am - 11:30am Appointment Request for ***HQ Complete
- 11:45am - 12:30pm Lunch w/Greg K
- 12:30pm - 1:00pm Tag-up w/Thomas Zurbrick (Robert's Office)
- 1:00pm - 1:30pm Robert/Mr. Cabana - Mid-Point Perf. Review
- 1:30pm - 2:00pm Robert/Bob Gilb (Robert's Office 9852)
- 2:00pm - 2:30pm Milestones for Upcoming May 17 PMC (Robert's
- 2:30pm - 3:00pm Deskwork/Sumara @ 2:30/Rebecca @ 2:45

More Items...

Friday, May 5

- Rise - leave @ noon - Lightfoot, Robert M. (HQ-AID00)
- 7:00am - 7:30am Morning Tag-up (if needed)
- 7:30am - 8:00am Thank You Notes
- 8:00am - 8:30am Tag-up w/Lesa, Lisa, and Rise (Robert's Office)
- 9:30am - 10:00am 9th Floor Room
- 11:00am - 12:00pm Agency Labor-Management Forum (HQ
- 12:00pm - 12:30pm Lunch - Lightfoot, Robert M. (HQ-AID00)
- 12:30pm - 1:00pm Meeting w/Tom Edwards - 12:30pm, EST
- 1:00pm - 1:30pm Robert/Rebecca Tag-up (Robert's Office)
- 1:30pm - 2:00pm Tag-up w/J. C. (Robert's Office)
- 2:00pm - 3:00pm Monthly §SS Staff Meeting (ACR 3) - Lightfoot
- 2:35pm - 2:45pm Check-in for May 6 Flight (Southwest Flight #5106
- 3:15pm - 3:45pm Robert/Steve Jurczyk - pre-Hill brief (ACR-1)

More Items...

Saturday, May 6

Steve Cash 8th day
- 7:30am - 8:30am Southwest Flight #5106 - Conf. 9SNSQKG (From
- 5:00pm - 6:00pm Enterprise Rental Car - Conf. #102575445COUNT (Pick-up @ Colorado Airport)

Sunday, May 7

- 11:45am - 1:45pm Southwest Flight #4344 - Conf. #9SNSQKG

More Items...
May 1, 2017

Monday

7 AM

Morning Tag-up (if needed); Lightfoot, Robert M. (HQ-A1000)

8

Robert-Mr. Gerstenmaier Mid-Point Pe

EM-1 Discussion
ACR-1 or DIN
Date, Shen (HQ-AA000)[US Government]

Tag-up w/Lesa and Lisa; Robert’s Office; Lightfoot, Robert M. (HQ-A1000)

10

Appointment Request for ***HQ Complete Health Maintenance***; Jonas, Chirita A. (HQ-LM032) FEDERAL OCCUPATIONAL HEALTH CO

Tag-up w/Renee; Robert’s Office/Pam Hanes to call 202-358-1808. Lightfoot, Robert M. (HQ-A1000)

11

Senior Leadership Vits

8Q40;

Lightfoot, Robert M. (HQ-A1000)

12 PM

Next Steps on Mission Architecture; Robert’s Office/Dan Tenney to call 202-358-1808; Lightfoot, Robert M. (HQ-A1000)

Lunch; Lightfoot, Robert M. (HQ-A1000)

Monthly tag-up with Al Condes; Robert’s Office; Lightfoot, Robert M. (HQ-A1000)

JWST Tag-up; Robert’s Office; Lightfoot, Robert M. (HQ-A1000)

1

Tag-up w/Caroli--ASAP; Robert’s Office; Lightfoot, Robert M. (HQ-A1000)

Robert/Jonathan Pettus - 2:30p.m. EST; Robert’s Office 9852; Lightfoot, Robert M. (HQ-A1000)

Tag-up w/Lesa and Tom; Robert’s Office/Tom to call 202-358-1808, Lightfoot, Robert M. (HQ-A1000)

Wrap up w/Lisa Smith

Bi-monthly w/Dr. Michael Watkins/JPL - 4:00p.m. EST; Please call 202-358-1808; Lightfoot, Robert M. (HQ-A1000)

5

Robert to call Tom Young; Cell Phone #

Travel Time; Lightfoot, Robert M. (HQ-A1000)

Robert--Speak at 50th Anniversary Dinner for the Aeronautics & Space Engineering Board - Reception is at 6:00p.m./Dinner is at 6:45p.m. 500 Fifth Street, NW 20037 - National Academies Keck Center/3rd Floor Atrium Lightfoot, Robert M. (HQ-A1000)
<table>
<thead>
<tr>
<th>Time</th>
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<td>HQ-A1000</td>
<td>Lightfoot, Robert M.</td>
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<td>Robert/Gerstenmeier - Mid-Point Perf. Plan Discussion; Robert's Office; Lightfoot, Robert M. (HQ-A1000)</td>
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<td>9</td>
<td>Bi-Weekly Tag-up</td>
<td></td>
<td>Lightfoot, Robert M. (HQ-A1000)</td>
</tr>
<tr>
<td>9</td>
<td>Virtual PM Recording: NASA TV Studio Concourse; Lightfoot, Robert M. (HQ-A1000)</td>
<td></td>
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<tr>
<td>10</td>
<td>Robert/Maria Perez-Davis Tag-up; Robert's Office 9852; Lightfoot, Robert M. (HQ-A1000)</td>
<td></td>
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</tr>
<tr>
<td>11</td>
<td>Robert/Rick Gilbrech - Mid-Point Performance Plan Discussion - 10:30 a.m. EST; Rick to call 202-358-1808; Lightfoot, Robert M. (HQ-A1000)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>Appointment Request for <em><strong>HQ Complete Health Maintenance</strong></em>; Jones, Chinita A. (HQ-LM032); FEDERAL OCCUPATIONAL HEALTH CO</td>
<td></td>
<td></td>
</tr>
<tr>
<td>12 PM</td>
<td>Lunch w/Greg K.</td>
<td></td>
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</tr>
<tr>
<td>1</td>
<td>Tag-up w/Thomas Zurbuchen; Robert's Office; Lightfoot, Robert M. (HQ-A1000)</td>
<td></td>
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</tr>
<tr>
<td>1</td>
<td>Robert/Mr. Cabana - Mid-Point Perf. Review Discussion; Mr. Cabana to call 202-358-1808; Lightfoot, Robert M. (HQ-A1000)</td>
<td></td>
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<tr>
<td>2</td>
<td>Robert/Bob Gibbs; Robert's Office 9852; Lightfoot, Robert M. (HQ-A1000)</td>
<td></td>
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<tr>
<td>2</td>
<td>Milestones for Upcoming May 17 PMC; Robert's Office 9852; Lightfoot, Robert M. (HQ-A1000)</td>
<td></td>
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</tr>
<tr>
<td>3</td>
<td>Deskwork/Sumars @2:30/Rebecca @2:45</td>
<td></td>
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<tr>
<td>4</td>
<td>ASAP EM-1 follow-up meeting</td>
<td></td>
<td>Lightfoot, Robert M. (HQ-A1000)</td>
</tr>
<tr>
<td>4</td>
<td>CD/MD Forum - 4:00 a.m. EST</td>
<td></td>
<td>HQ CR ACR1, Lightfoot, Robert M. (HQ-A1000)</td>
</tr>
<tr>
<td>5</td>
<td>Robert/LASER; CV31</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
May 5, 2017
Friday

FRIDAY

7 AM

Morning Tag-up (if needed) (b)(6) Lightfoot, Robert M. (HQ-A1000)

Thank You Notes

Tag-up w/Lesa, Lisa, and Rise': Robert’s Office; Lightfoot, Robert M. (HQ-A1000)

9th Floor Room

Agency Labor-Management Forum
HQ Conference Room ACR-2 (9th floor) or (b)(6)
Daggett, Page M. (HQ-LEO60)

9 AM

Lunch; Lightfoot, Robert M. (HQ-A1000)

Meeting w/Tom Edwards - 12:30p.m. EST; Robert’s Office; Lightfoot, Robert M. (HQ-A1000)

Robert/Rebecca Tag-up; Robert’s Office; Lightfoot, Robert M. (HQ-A1000)

Tag-up w/J. C.; Robert’s Office (b)(6) Lightfoot, Robert M. (HQ-A1000)

2 PM

Monthly SES Staff Meeting
ACR-1
Lightfoot, Robert M. (HQ-A1000)

Check-in for May 6 Flight; Southwest Flight #5106 - Conf. #5N9QK

Robert/Steve Jurczyk - pre-Hill brief; ACR-1; Lightfoot, Robert M. (HQ-A1000)

Robert/Chris Sclose; Robert’s Office; Lightfoot, Robert M. (HQ-A10)

278 Due May 15

Lightfoot, Robert M. (HQ-A1000)
### Monday, May 8
- Marcus Watkins on travel
- **7:00am - 7:30am** Morning Tag-up (if needed)
- **8:00am - 8:30am** Robert/Mentoring w/Emma Lehnardt (Robert's Office)
- **9:30am - 10:00am** Tag-up w/Lesa and Lisa (Robert's Office)
- **10:00am - 10:30am** Readbook - Lightfoot, Robert M. (HQ-A1000)
- **10:30am - 11:00am** Tag-up w/Renee (Robert's Office) Pam Hanes to attend
- **11:00am - 12:00pm** Senior Leadership Vits (RO40)
- **12:00pm - 1:00pm** FAREWELL LUNCHEON FOR JIM FREE (2E39)
- **1:00pm - 1:30pm** Prep for May 15 USAF-NRC-NASA Summit
- **2:00pm - 3:30pm** NASA's Innovation Awards Virtual Celebration
- **3:30pm - 4:00pm** Call w/Culberson (Chairman Culberson will call)
- **3:30pm - 4:00pm** Tag-up w/Lesa and Tom (Robert's Office)
- **4:00pm - 4:30pm** Tag-up w/Mcride - 4:00p.m. EST (McBride to call)

### Tuesday, May 9
- **7:00am - 7:30am** Morning Tag-up (if needed)
- **7:55am - 8:00am** Jim Wilson, PAO will ride in car to the Lisner
- **8:00am - 8:30am** is driver - Transport Robert
- **8:30am - 9:30am** Bi-Weekly Tag-up (HQ-CR-ACRL)
- **8:30am - 9:20am** H2M Opening Plenary 9:00am (George)
- **9:30am - 10:00am** is driver - Transport Robert
- **10:00am - 11:00am** Council Staff Meeting
- **11:00am - 12:00pm** Lunch - Lightfoot, Robert M. (HQ-A1000)
- **12:00pm - 12:30pm** Robert/Lesa/Lisa - Principles (Robert's Office)
- **12:30pm - 1:00pm** Tag-up w/Gale Allen (Robert's Office)
- **1:00pm - 1:30pm** Tag-up w/J. D. (Robert's Office) - Lightfoot
- **1:30pm - 2:00pm** SES Onboarding (Chris Giancoli, MSFO)

### Wednesday, May 10
- **$12 Lunch for SMC/EC** - Lightfoot, Robert M. (HQ-A1000)
- **7:00am - 7:30am** Morning Tag-up (if needed)
- Lightfoot, Robert M. (HQ-A1000)
- **8:00am - 8:30am** Tag-up w/Andrew Hunter (Robert's Office)
- Lightfoot, Robert M. (HQ-A1000)
- **10:00am - 10:30am** Extended Executive Council / SMC (RO40)
- HQ-CAL-OACS-Councils
- **3:00pm - 3:30pm** Dr. Tu to stop by (Robert's Office)
- **3:30pm - 4:00pm** Review May 11 Hill Charts w/Steve Jurczyk (Robert's Office)
- Lightfoot, Robert M. (HQ-A1000)
- **4:00pm - 4:30pm** Tag-up w/Dave B. (Dave to call 202-358-1868)
- Lightfoot, Robert M. (HQ-A1000)
- **4:30pm - 5:00pm** Enter WebTADS

### Thursday, May 11
- **Headquarters Annual Telework Day** - Lightfoot, Robert M.
- Less Telework am...
- **7:00am - 7:30am** Morning Tag-up (if needed)
- **8:00am - 8:30am** Deskwork
- **8:30am - 9:30am** Bi-Weekly Tag-up (HQ-CR-ACRL)
- **9:10am - 9:40am** Transport Robert to EOB/Pick-up from West
- **10:00am - 12:00pm** Robert to attend - President's Management
- **12:00pm - 12:30pm** is driver - Pick-up Robert from
- **12:30pm - 1:00pm** Meeting with Senate CJS Approps Staff re FY
- **1:00pm - 1:30pm** Travel Time Return to HQ (HQ) - Kenwin, Mary D.
- **1:30pm - 2:00pm** Briefing by Paul McConnaughey - HASC Action
- **2:00pm - 2:30pm** SES Onboarding (Mel Ferebee, Langley) (Robert's
- **2:30pm - 4:00pm** Prep for May 15 Visits (Robert's

### Saturday, May 13

### Sunday, May 14

*Lightfoot, Robert M. (HQ-A1000)*
## Schedule for May 8, 2017

### MONDAY

<table>
<thead>
<tr>
<th>Time</th>
<th>Event Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>8</td>
<td>Robert/Mentoring w/Emma Lehnhardt; Robert's Office; Lightfoot, Robert M. (HQ-A1000)</td>
</tr>
<tr>
<td>9</td>
<td>Tag-up w/Lesa and Lisa; Robert's Office; Lightfoot, Robert M. (HQ-A1000)</td>
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<tr>
<td>10</td>
<td>Readbook; Lightfoot, Robert M. (HQ-A1000)</td>
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<tr>
<td>11</td>
<td>Senior Leadership Vits 8Q40, Lightfoot, Robert M. (HQ-A1000)</td>
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<tr>
<td>12PM</td>
<td>FAREWELL LUNCHEON FOR JIM FREE 2E39 Gerstenmaier, William H. (HQ-CA000)</td>
</tr>
<tr>
<td>1</td>
<td>Prep for May 15 USAF-NRO-NASA Summit 6Q71; Lightfoot, Robert M. (HQ-A1000)</td>
</tr>
<tr>
<td>2</td>
<td>NASA's Innovation Awards Virtual Celebration HQ Room 9H40, Adobe Connect; Hall, Krystal M. (HQ-LE050) and Center VITs Rooms (attached)</td>
</tr>
<tr>
<td>4</td>
<td>Tag-up w/Lesa and Tom; Robert's Office; Lightfoot, Robert M. (HQ-A1000)</td>
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<tr>
<td>5</td>
<td>Call w/Culberson; Chairman Culberson will call 1808; Lightfoot, Rob</td>
</tr>
<tr>
<td>6</td>
<td>Tag-up w/McBride - 4:00p.m. EST; McBride to call 202-358-1808; Lightfoot, Robert M. (HQ-A1000)</td>
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<td>Sign Travel Voucher</td>
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<td>Appt</td>
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Lightfoot, Robert M. (HQ-A1000)
### May 9, 2017

**Tuesday**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
<th>Location</th>
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</thead>
<tbody>
<tr>
<td>7 AM</td>
<td><strong>Morning Tag-up (if needed)</strong>&lt;sup&gt;(#2, #3)&lt;/sup&gt;</td>
<td>Lightfoot, Robert M. (HQ-A1000)</td>
</tr>
<tr>
<td>8</td>
<td>Jim Wilson, PAO will ride in car to the Lisner Auditorium</td>
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<tr>
<td>9</td>
<td><strong>Bi-Weekly Tag-up</strong>&lt;sup&gt;(#3, #4)&lt;/sup&gt;</td>
<td>Lightfoot, Robert M. (HQ-A1000)</td>
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<tr>
<td></td>
<td><strong>Calvin Johnson is driver - Transport Robert Lightfoot +1 to Lisner Auditorium</strong></td>
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<tr>
<td>10</td>
<td>Council Staff Meeting&lt;sup&gt;(#2, #6)&lt;/sup&gt;</td>
<td>Lightfoot, Robert M. (HQ-A1000)</td>
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<tr>
<td>11</td>
<td>Lunch; Lightfoot, Robert M. (HQ-A1000)</td>
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<tr>
<td>12 PM</td>
<td><strong>Robert/Lesa/Lisa - Principles</strong>; Robert's Office; Lightfoot, Robert M. (HQ-A1000)</td>
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<td></td>
<td><strong>Tag-up w/Gale Allen; Robert's Office; Lightfoot, Robert M. (HQ-A1000)</strong></td>
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<td></td>
<td><strong>Tag-up w/J. D.; Robert's Office; Lightfoot, Robert M. (HQ-A1000)</strong></td>
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<tr>
<td></td>
<td><strong>SES Onboarding (Chris Cianciola, MSFC) - 1:30 p.m. EST</strong>; Robert's Office 9852; Lightfoot, Robert M. (HQ-A1000)</td>
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<tr>
<td>2</td>
<td><strong>Core Executive Council</strong>&lt;sup&gt;(#5)&lt;/sup&gt;</td>
<td>ACR-1</td>
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<td></td>
<td><strong>CFO Discussion; 8640; Lightfoot, Robert M. (HQ-A1000)</strong></td>
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<tr>
<td>3</td>
<td><strong>Exploration Systems Development; HQ-CR-ACR1; Lightfoot, Robert M. (HQ-A1000)</strong></td>
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<tr>
<td>4</td>
<td><strong>Tag-up w/Steve J.; Robert's Office; Lightfoot, Robert M. (HQ-A1000)</strong></td>
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<tr>
<td>5</td>
<td><strong>EM-1 Rollout</strong>&lt;sup&gt;(#2, #3)&lt;/sup&gt;</td>
<td>Lightfoot, Robert M. (HQ-A1000)</td>
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<td>6</td>
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</tr>
</tbody>
</table>
Monday, May 15

Steve Jurczyk on 6

7:00am - 7:30am Morning Tag-up (if needed) 6
8:00am - 8:30am Tag-up w/Gerstenmaier (Robert's Office) - 6
9:00am - 10:30am USAF-NASA-NRO Summit (NASA Headquarters) - 6
10:30am - 11:30am Prep for Budget Rollout - 6
11:00am - 12:30pm Budget Rollout Prep Vits (Invitation for) - 6
12:30pm - 1:00pm Lunch - 6
1:00pm - 1:30pm Tag-up w/Lesa and Lisa (Robert's Office/Lessa to) - 6
1:30pm - 2:00pm JWST Tag-up (Robert's Office) - Lightfoot, Robert - 6
2:00pm - 2:30pm Tag-up w/Cari-ASAP (Robert's Office) - Lightfoot - 6
2:30pm - 3:00pm Tag-up w/Robert/Ralph/Leas (Ralph to call) - 6
3:00pm - 3:30pm Tag-up w/Lesa and Tom (Robert's Office) - 6
3:30pm - 4:00pm Prep ASCAN Announcement w/Ellen O. and B. K. - 6

More Items...

Tuesday, May 16

Less on travel/Swimming

7:00am - 7:30am Morning Tag-up (if needed) 6
8:00am - 8:30am Tag-up w/Janet Kavanagh 6
8:30am - 9:30am LEO-Cislunar Transition and Other Beyond GEO - 6
9:30am - 10:30am Council Staff Meeting - 6
10:30am - 11:00am Tag-up w/Thomas Zurbuchen (Robert's Office) - 6
11:00am - 11:30am Robert/Lesa/James Leatherwood bi-weekly meeting - 6
11:30am - 12:00pm Tag-up w/Jen Rae & Bob Jacobs (Robert's) - 6
12:00pm - 12:30pm Lunch - Lightfoot, Robert M. (HQ-A1000) - 6
1:00pm - 1:15pm Phone Call w/Georgia Governor Deal - 6
1:15pm - 1:30pm The Atlantic - On the Launchpad: Return to Deep - 6
1:30pm - 2:00pm The Atlantic - On the Launchpad: Return to Deep - 6

is driver - Transport Robert +1

12:30pm - 1:00pm - 6

is driver - Transport Robert

More Items...

Wednesday, May 17

Lesa - Travel in am.

7:00am - 7:30am Morning Tag-up (if needed) 6
Lightfoot, Robert M. (HQ-A1000)
7:30am - 9:00am Travel Time - 6
9:00am - 10:00am Park in "Reserved" parking (D1-60) - 6
10:00am - 10:45am Lightfoot/Gilbreth meeting - 9:00am Central Time - Directors - Office - Gilbreth, Richard J. (SSC AAO) - 6
11:00am - 12:00pm @ Stennis - 10:00am Central Time (All Hands in Stennis Sphere Auditorium) - 6
12:00pm - 1:00pm Lunch/Pick-up lunch @ Peck's - Lightfoot, Robert M. (HQ-A1000) - 6
1:30pm - 2:30pm PMC Meeting - Cover PMC from Stennis (Room 235B) - HQ-CAL-OACs Councils - 6
3:00pm - 4:00pm SPG Comments (if any) (Due May 17) - Lightfoot, Robert M. - 6
4:30pm - 6:00pm Travel to Airport - 6

Thursday, May 18

Langley Centennial Tribute 7:00p.m. - Lesa to attend (Ferguson Center, Newport News, VA) - Lightfoot, Robert M. (HQ-A1000)
Lesa - covering MSC from Langley

7:00am - 7:30am Morning Tag-up (if needed) 6
Lightfoot, Robert M. (HQ-A1000)
8:00am - 8:20am Arrive in Bldg. 1 - Stephanie Cassillo will meet you at 7:30am. Central Time. Parking spot marked "Center Director" - 6
8:30am - 9:30am Bi-Weekly Tag-up (HQ-SC-ACR1) 6
passcode 132492 - Lightfoot, Robert M. (HQ-A1000) - 6
9:30am - 9:30am Sonny Carter Training Facility/NBL - 6
9:30am - 10:00am Robert to cover MSC from JSC JSC - Bldg. 1 - 6
10:00am - 2:15pm Mission Support Council Meeting - JSC - Bldg. 1 - 6
2:00pm - 3:00pm Lightfoot Meeting w/ Astronauts and Flight - 6
4:00pm - 4:30pm Approve SATERN request for Jaivon (See below) - 6

Friday, May 19

Lesa - Off

8:00am - 8:30am Travel - JSC - 6
6:30pm - 8:30pm Travel to Airport - 6

Saturday, May 20

Sunday, May 21
## MONDAY

### 7 AM
**Morning Tag-up (if needed):** Lightfoot, Robert M. (HQ-AI000)

### 8 AM
**Tag-up w/Gerstenmaier:** Robert's Office; Lightfoot, Robert M. (HQ-AI000)

### 9 AM
**USA-NOAA Summit**  
NASA Headquarters CH37  
Lightfoot, Robert M. (HQ-AI000)

### 10 AM
**Prep for Budget Rollout**

### 11 AM
**Budget Rollout Prep Vits (Invitation for recipients only)**  
BQ407b  
Lightfoot, Robert M. (HQ-AI000)

### 12 PM
**Lunch**

### 1 PM
**Tag-up w/Lesa and Lisa:** Robert's Office; Lesa to call 202-358-1808 if available; Lightfoot, Robert M. (HQ-AI000)

### 2 PM
**JWST Tag-up:** Robert's Office; Lightfoot, Robert M. (HQ-AI000)

### 3 PM
**Tag-up w/Carol ASAP:** Robert's Office; Lightfoot, Robert M. (HQ-AI000)

### 4 PM
**Tag-up w/Robert/Ralph/Lesa:** Ralph to call 202-358-1808; Lightfoot, Robert M. (HQ-AI000)

**Tag-up w/Lesa and Tom:** Robert's Office; Lightfoot, Robert M. (HQ-AI000)

**Prep ASCAN Announcement w/Ellen O. and B. K. - 3:30 p.m. EST:** Ellen and B. K. to call 202-358-1808; Lightfoot, Robert M. (HQ-AI000)

**Prep for 5/24 AIA Board of Governors Meeting:** Robert's Office; Lightfoot, Robert M. (HQ-AI000)
May 16, 2017
Tuesday

TUESDAY

7 AM
Morning Tag-up (if needed); Lightfoot, Robert M. (HQ-AI000)

8 AM
Tag-up w/Janet Kavandi; Lightfoot, Robert M. (HQ-AI000)
LEO-Cislunar Transition and Other Beyond GEO Topics
HQ-CR-ACR (b) (c)
Lightfoot, Robert M. (HQ-AI000)

Council Staff Meeting
HQ-CR-ACR (c) (d)
Lightfoot, Robert M. (HQ-AI000)

Tag-up w/Thomas Zurbuchen; Robert's Office; Lightfoot, Robert M. (HQ-AI000)

Robert/Lesa/James Leatherwood bi-weekly tag-up; Robert's Office; Lightfoot, Robert M. (HQ-AI000)

Tag-up w/Jen Rae & Bob Jacobs; Robert's Office; Lightfoot, Robert M. (HQ-AI000)

12 PM
Lunch; Lightfoot, Robert M. (HQ-AI000)

Phone Call w/Georgia Governor Deal; Governor's Office to call 2 pm

is driver - Transport Robert +1 to the Newseum/Pick-up @West Lobby Area/POC: Rise' Williams; 555 Pennsylvania Ave

The Atlantic - On the Launchpad: Return to Deep Space - Talk is at 1:35 p.m./Arrive by 1:10 p.m. - The Future for NASA
Arrive @6th St. Entrance (by the Wolfgang Puck) to the 7th Floor - Newseum, Knight Conference Center, 555 Pennsylvania Ave., NW Washington
Lightfoot, Robert M. (HQ-AI000)

is driver - Transport Robert +1/Pick-up @Newseum/POC: Rise' Williams, ext. 1808; Pick-up @555 Pennsylvania Ave

1 PM
Deskwork

3 PM
Test Fire

4 PM
Calvin Johnson is driver - Transport Robert to Reagan Airport (one-way trip) - Southwest Flight #1954/POC: Rise' Williams, ext. 188

5 PM
Travel to Airport

Southwest Flight #1954 Gate 2 - Conf. #KPUXSQ - Depart DCA @6:35 p.m./Arrive New Orleans @8:25 p.m. Central Time, Arrive NOC

9:30pm - 10:00pm Budget Rental Car - Conf. #O092166SUSSFAST (Pick-up @MSY Terminal)

10:30pm - 11:30pm JW Marriott: New Orleans (614 Canal Street, New Orleans, LA 70130 504-525-6500)
### Monday, May 22
- **8:00am - 8:30am** Tag-up w/Gerstenmaier (Robert’s Office/Lesa to see)
- **9:00am - 9:30am** Meeting w/Lauren Leo (Lesa to call 202-358-1808)
- **9:30am - 10:30am** Deskwork
- **10:30am - 11:00am** Tag-up w/Renee--Parn to cover (Robert’s)
- **11:00am - 12:00pm** Senior Leadership Vits (8Q40)
- **12:00pm - 12:30pm** Lunch - Lightfoot, Robert M. (HQ-A1000)
- **12:30pm - 1:00pm** SES Onboarding (Maria Collura, KSC) (Robert’s)
- **1:00pm - 1:30pm** SES CDP Presentation (ACR-2) - Lightfoot, Robert
- **1:30pm - 2:00pm** JWST Tag-up (Robert’s Office) - Lightfoot, Robert
- **2:00pm - 2:30pm** Robert/Jim Reuter - ESD Schedule (Robert’s)
- **2:30pm - 3:00pm** Meeting w/Gen. Lyles (HQ-CR-ACR3) - Lightfoot, Robert
- **3:00pm - 3:30pm** Tag-up w/Lesa and Tom (Robert’s Office)

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### Tuesday, May 23
- **FYI-JWST Media Event @ JSC**
- **7:00am - 7:30am** Morning Tag-up (if needed)
- **7:30am - 8:00am** Change NDC Password by May 30
- **8:00am - 8:30am** SES Onboarding (David Burns, MSFC) - 8:00a.m.
- **8:30am - 9:00am** Congressman Brian Babin (R-TX) Call - 8:30a.m.
- **9:00am - 9:30am** Congressman Lamar Smith (R-TX) - 9:00a.m., (Mr.
- **9:30am - 9:45am** Congressman Ami Bera (D-CA) Call -
- **10:00am - 10:10am** Senator Edward Markey (D-MA) - 10:00a.m.
- **10:30am - 11:00am** Deskwork
- **11:15am - 11:20am** Congresswoman Eddie Bernice Johnson (D-TX)
- **11:45am - 12:15pm** Congressman John Culberson (R-TX)
- **12:30pm - 1:30pm** Budget Roll-out All Hands (James Webb)

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### Wednesday, May 24
- **Enter WebTADS by noon** - Lightfoot, Robert M. (HQ-A1000)
- **8:15am - 8:15pm** Aerospace Industries Association - Board of Governors & Membership Meeting 72nd Annual Spring Meeting - Speaking Time is 8:30a.m. - 9:15a.m. & 11:45a.m. - 1:00p.m. Space Policy Lunch/Dress Code is Business Casual (Chesapeake Room/Evenings)
- **5:00pm - 6:30pm** The Greenbrier (300 W. Main Street, West Sulphur Springs, WV 24986)

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### Thursday, May 25
- **7:00am - 7:30am** Morning Tag-up (if needed)
- **8:30am - 9:00am** Bi-Weekly Tag-up (HQ-CR-ACR1)
- **9:30am - 10:00am** Cover BPR Remotely
- **10:00am - 1:30pm** BPR Meeting
- **1:30pm - 2:00pm** Robert/Linda - 1:30p.m. EST (Linda to all Robert
- **2:00pm - 3:30pm** Robert/Krista (Telecon Only)
- **4:00pm - 5:00pm** NASA Actions on EO on ‘Strengthening the

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### Friday, May 26
- **8:00am - 4:30pm** Robert--Leave
- **11:00am - 11:30am** Phone Call

### Saturday, May 27

### Sunday, May 28

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Lightfoot, Robert M. (HQ-A1000)
May 22, 2017
Monday

7 AM
Morning Tag-up (if needed); Lightfoot, Robert M. (HQ-A1000)

8
Tag-up w/Gerstenmaier; Roberts Office/Lesa to call 202-358-1808; Lightfoot, Robert M. (HQ-A1000)

9
Meeting w/Lauren Leo; Lesa to call 202-358-1808; Lightfoot, Robert M. (HQ-A1000)

10
Deskwork

11
Senior Leadership Vits
EQ40, Lightfoot, Robert M. (HQ-A1000)

12 PM
Lunch; Lightfoot, Robert M. (HQ-A1000)

SES Onboarding (Maria Collura, KSC); Roberts Office 9952; Lightfoot, Robert M. (HQ-A1000)

1
SES CDP Presentation; ACR-2; Lightfoot, Robert M. (HQ-A1000)

1
JWST Tag-up; Roberts Office; Lightfoot, Robert M. (HQ-A1000)

2
Robert/Jim Reuter - EIS/D Schedule; Roberts Office; Lightfoot, Robert M. (HQ-A1000)

Meeting w/Gen. Lyles; HQ-CR-ACR3; Lightfoot, Robert M. (HQ-A1000)

3
Tag-up w/Lesa and Tom; Roberts Office; Lightfoot, Robert M. (HQ-A1000)

2018 GAO QuickLook Book - Entrance Conference
NASA Headquarters, ACR-2 + Dial In (HQ.2)
WALTERS, DAVID C. (HQ.1N020)

4
Tag-up w/McBride - 4:30 p.m. EST; Lightfoot, Robert M. (HQ-A1000)

5
Sign Travel Voucher

Lightfoot, Robert M. (HQ-A1000)
## TUESDAY

<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>7 AM</td>
<td>Morning Tag-up (if needed); Lightfoot, Robert M. (HQ-AI000)</td>
</tr>
<tr>
<td></td>
<td>Change NDC Password by May 30</td>
</tr>
<tr>
<td>8</td>
<td>SES Onboarding (David Burns, MSFC) - 8:00a.m. EST; Robert's Office 9852; Lightfoot, Robert M. (HQ-AI000)</td>
</tr>
<tr>
<td></td>
<td>Congressman Brian Babin (R-TX) Call - 8:30a.m.; Mr. Lightfoot will call</td>
</tr>
<tr>
<td>9</td>
<td>Congressman Ami Bera (D-CA) Call - 9:30a.m.-9:40a.m.; Mr. Lightfoot will call and the scheduler will connect it to the Cor</td>
</tr>
<tr>
<td>10</td>
<td>Senator Edward Markey (D-MA) - 10:00a.m.; Sen. Markey's Office will call 202-358-1808; Lightfoot, Robert M. (HQ-AI000)</td>
</tr>
<tr>
<td>11</td>
<td>Deskwork</td>
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<tr>
<td></td>
<td>Congresswoman Eddie Bernice Johnson (D-TX) Call - 11:15a.m.; Mr. Lightfoot will call and will connect the Ranking</td>
</tr>
<tr>
<td>12 PM</td>
<td>Congressman John Culberson (R-TX) - 11:45a.m.; Chairman Culberson to call 202-358-1808; Lightfoot, Robert M. (HQ-AI000)</td>
</tr>
<tr>
<td>1</td>
<td>Budget Roll-out All Hands</td>
</tr>
<tr>
<td></td>
<td>James Webb Auditorium</td>
</tr>
<tr>
<td></td>
<td>Lightfoot, Robert M. (HQ-AI000)</td>
</tr>
<tr>
<td>2</td>
<td>Travel Time - Directions below</td>
</tr>
<tr>
<td>3</td>
<td>Joint ASAP Executive Session - Robert &amp; Bill Gerstenmaier - 2:00p.m.-4:00p.m. central time; Robert will cover virtually; Lightfoot, Robert M. (HQ-AI000)</td>
</tr>
<tr>
<td>4</td>
<td>Sen. Cruz Phone Call @5:00p.m.; Sen. Cruz will call Robert's Cell Phone #</td>
</tr>
<tr>
<td>5</td>
<td>The Greenbrier; 300 W. Main Street, West Sulphur Springs, WV. 24966; 1-888-453-4658</td>
</tr>
<tr>
<td>6</td>
<td>Welcome Reception @6:00p.m.; Dinner @7:00p.m. After Dinner Hospitality @8:30p.m. Kate's Mountain Lodge, The Greenbrier, White Sulphur Springs, WV. 24966</td>
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<tr>
<td>Monday, May 29</td>
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<tr>
<td>8:00am - 4:30pm Memorial Day</td>
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<table>
<thead>
<tr>
<th>Tuesday, May 30</th>
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</thead>
<tbody>
<tr>
<td>7:06am - 7:30am Morning Tag-up (if needed)</td>
</tr>
<tr>
<td>8:00am - 8:30am Tag-up w/ Janet Kavandi (Janet to call)</td>
</tr>
<tr>
<td>8:30am - 9:30am Bi-Weekly Tag-up (HQ-CR-ACR1)</td>
</tr>
<tr>
<td>9:30am - 10:30am Council Staff Meeting</td>
</tr>
<tr>
<td>10:00am - 10:45am Shared Services Discussion w/ Krista and Dan</td>
</tr>
<tr>
<td>11:00am - 12:00pm Senior Leadership Visits (HQ)</td>
</tr>
<tr>
<td>11:45am - 12:15pm Europa Lander (After Senior Leadership Visits)</td>
</tr>
<tr>
<td>12:00pm - 1:00pm Lunch - Lightfoot, Robert M. (HQ-AI00)</td>
</tr>
<tr>
<td>1:30pm - 2:00pm Tag-up w/ Janet Kavandi (Janet to call)</td>
</tr>
<tr>
<td>2:00pm - 2:30pm Tag-up w/ Ellen Ochoa - 2:00pm EST (Ellen to call)</td>
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<tr>
<td>2:30pm - 3:00pm Comms Tag-up (Robert's Office)</td>
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</tbody>
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<thead>
<tr>
<th>Wednesday, May 31</th>
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<tbody>
<tr>
<td>7:00am - 7:30am Morning Tag-up (if needed)</td>
</tr>
<tr>
<td>8:00am - 8:30am Tag-up w/Jainw Shih (Robert's Office) - Lightfoot</td>
</tr>
<tr>
<td>9:00am - 9:30am Tag-up w/Jonathan Dimock (Robert's Office)</td>
</tr>
<tr>
<td>9:30am - 10:00am Phone call w/Robert M. (HQ-AI00)</td>
</tr>
<tr>
<td>10:00am - 1:00pm Agency Assessment Brief w/Aerospace (ACR3)</td>
</tr>
<tr>
<td>11:00am - 11:30am OCOM &amp; OLIA Tag-up</td>
</tr>
<tr>
<td>11:30am - 12:00pm Robert/Mr. Cabana Tag-up (Mr. Cabana to call)</td>
</tr>
<tr>
<td>12:00pm - 1:00pm Lunch - Lightfoot, Robert M. (HQ-AI00)</td>
</tr>
<tr>
<td>12:30pm - 1:00pm Monthly Tag-up w/Paul Martin - IG (Robert's)</td>
</tr>
<tr>
<td>1:00pm - 1:30pm Robert to meet w/ De Antae Cooper (Robert's)</td>
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<tr>
<td>1:30pm - 2:00pm</td>
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<tr>
<td>2:00pm - 2:30pm Robert/Jeff Walsman Tag-up (Robert's Office)</td>
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<thead>
<tr>
<th>Thursday, June 1</th>
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<tbody>
<tr>
<td>FYI--Celebration of Life for Pier Sellers (National Academy of Sciences, Constitution Ave.) - Lightfoot, Robert M. (HQ-AI00)</td>
</tr>
<tr>
<td>6:00am - 6:15am Southwest Flight 761 - Conf. #OSCSS8V - Depart Reagan @ 6:00am, arrive Orlando @ 8:15am (From Reagan to)</td>
</tr>
<tr>
<td>8:20am - 8:35am Enterprise Rental Car - Conf. #02524872001 - Pick-up @ Orlando Airport</td>
</tr>
<tr>
<td>8:30am - 9:30am Bi-Weekly Tag-up (HQ-CR-ACR1) - Lightfoot, Robert M. (HQ-AI00)</td>
</tr>
<tr>
<td>9:30am - 9:00am Call Pam Adams upon your arrival (Pam's Cell)</td>
</tr>
<tr>
<td>9:00am - 9:30am Park to the left of Bob Cabana's Space @ Bldg. 42</td>
</tr>
<tr>
<td>9:30am - 10:00am Cover MSC from KSC (KSC/Headquarters Bldg.)</td>
</tr>
<tr>
<td>10:00am - 2:30pm Mission Support Council Meeting (940/Webox)</td>
</tr>
<tr>
<td>2:45pm - 3:00pm Hardware Visit</td>
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<tr>
<td>3:00pm - 4:00pm Depart @ 3:05pm for talk w/Social Media</td>
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<tr>
<td>4:00pm - 6:00pm Administrator Briefing</td>
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<tr>
<th>Friday, June 2</th>
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<tbody>
<tr>
<td>FYI--University of Maryland Spring Golf Tournament</td>
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<tr>
<td>Lea - Travel - World Science Festival, NYC</td>
</tr>
<tr>
<td>7:00am - 7:30am Morning Tag-up (if needed)</td>
</tr>
<tr>
<td>Lightfoot, Robert M. (HQ-AI00)</td>
</tr>
<tr>
<td>8:00am - 9:15am Travel to Airport</td>
</tr>
<tr>
<td>9:20am - 11:25am Gate 10S/Boarding Group X16 - Southwest Flight #599 - Conf. #05658V - Depart Orlando @ 9:20am, arrive</td>
</tr>
<tr>
<td>11:30am - 12:30pm Travel Time</td>
</tr>
<tr>
<td>12:30pm - 1:00pm Lunch - Lightfoot, Robert M. (HQ-AI00)</td>
</tr>
<tr>
<td>1:00pm - 1:30pm Robert/Steve Clarke (Robert's Office) - Lightfoot</td>
</tr>
<tr>
<td>1:30pm - 2:00pm Bi-Weekly w/Marcus Watkins - 1:30pm EST</td>
</tr>
<tr>
<td>2:00pm - 2:45pm Laura Bauer - Interview for potential PRA</td>
</tr>
<tr>
<td>3:00pm - 3:30pm Tag-up w/Les, Lisa, and Rise' (Robert's Office)</td>
</tr>
<tr>
<td>3:30pm - 4:00pm FYI - letter due 6/15 for Steve Cook</td>
</tr>
</tbody>
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<thead>
<tr>
<th>Saturday, June 3</th>
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<tbody>
<tr>
<td>SpaceX Resupply Launch - 5:07p.m.</td>
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| Sunday, June 4 |
May 30, 2017
Tuesday

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>7 AM</td>
<td><strong>Morning Tag-up (if needed)</strong></td>
</tr>
<tr>
<td>8</td>
<td>Tag-up w/ Janet Kavandi; Janet to call 202-358-1808; Lightfoot, Robert M. (HQ-A1000)</td>
</tr>
<tr>
<td>9</td>
<td>Bi-Weekly Tag-up; HQ-CR-ACR1</td>
</tr>
<tr>
<td>10</td>
<td>Council Staff Meeting; HQ-CR-ACR1</td>
</tr>
<tr>
<td>11</td>
<td><strong>Shared Services Discussion w/Krista and Dan</strong>; Robert’s Office/Dan to call 202-358-1808; Lightfoot, Robert M. (HQ-A1000)</td>
</tr>
<tr>
<td>11 AM</td>
<td>Senior Leadership Vits</td>
</tr>
<tr>
<td>12 PM</td>
<td>Lunch; Lightfoot, Robert M. (HQ-A1000)</td>
</tr>
<tr>
<td>1</td>
<td>Tag-up w/ D. Terrier; Robert’s Office; Lightfoot, Robert M. (HQ-A1000)</td>
</tr>
<tr>
<td>2</td>
<td>Robert/Rise’ - Final &amp; New Plan in Space; Robert’s Office; Lightfoot, Robert M. (HQ-A1000)</td>
</tr>
<tr>
<td>3</td>
<td>Tag-up w/ Rick Gilbrech - 1:30 p.m. EST; Rick to call 202-358-1808; Lightfoot, Robert M. (HQ-A1000)</td>
</tr>
<tr>
<td>4</td>
<td>Tag-up w/ Ellen Ochoa - 2:00 p.m. EST; Ellen to call 202-358-1808; Lightfoot, Robert M. (HQ-A1000)</td>
</tr>
<tr>
<td>3</td>
<td><strong>Comm Tag-up; Robert’s Office</strong></td>
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<tr>
<td>4</td>
<td>Discuss: MSD Annual Audit Update; Robert’s Office 5852; Lightfoot, Robert M. (HQ-A1000)</td>
</tr>
<tr>
<td>5</td>
<td>Robert/Al Condes - Paris Air Show Schedule; Robert’s Office; Lightfoot, Robert M. (HQ-A1000)</td>
</tr>
<tr>
<td>6</td>
<td>Tag-up w/ Robert/Ralph/Lees; Ralph to call 202-358-1808; Lightfoot, Robert M. (HQ-A1000)</td>
</tr>
<tr>
<td>6</td>
<td>Robert/Gary Spink; Robert’s Office 9852; Lightfoot, Robert M. (HQ-A1000)</td>
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<tr>
<td>Time</td>
<td>Event</td>
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</tr>
<tr>
<td>7 AM</td>
<td>Morning Tag-up (if needed)</td>
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<tr>
<td></td>
<td>Lightfoot, Robert M. (HQ-AI000)</td>
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<tr>
<td>8</td>
<td>Tag-up w/Jaiwon Shin; Robert’s Office; Lightfoot, Robert M. (HQ-AI000)</td>
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<tr>
<td>9</td>
<td>Tag-up w/Jonathan Dimock; Robert’s Office; Lightfoot, Robert M. (HQ-AI000)</td>
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<td></td>
<td>Phone call w/Steven Darson - 9:30 a.m. EST; Mr. Darson to call 202-358-1808; Lightfoot, Robert M. (HQ-AI000)</td>
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<tr>
<td>10</td>
<td>Agency Assessment Brief w/Aerospace; ACR-3: Lightfoot, Robert M. (HQ-AI000)</td>
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<tr>
<td></td>
<td>Monthly OCOM &amp; OLIA Tag-up; ACR-1; Lightfoot, Robert M. (HQ-AI000)</td>
</tr>
<tr>
<td>11</td>
<td>Robert/Mr. Cabana Tag-up; Mr. Cabana to call 202-358-1808; Lightfoot, Robert M. (HQ-AI000)</td>
</tr>
<tr>
<td>12 PM</td>
<td>Lunch; Lightfoot, Robert M. (HQ-AI000)</td>
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<tr>
<td></td>
<td>Monthly Tag-up w/Paul Martin - IG; Robert’s Office; Lightfoot, Robert M. (HQ-AI000)</td>
</tr>
<tr>
<td>1</td>
<td>Robert to meet w/De Antae Cooper; Robert’s Office 9832; Lightfoot, Robert M. (HQ-AI000)</td>
</tr>
<tr>
<td>2</td>
<td>Permission to Carry Firearms, Arrest Authority; HQ-CR-ACR1; Lightfoot, Robert M. (HQ-AI000)</td>
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<tr>
<td>3</td>
<td>Robert/Jeff Waksman Tag-up; Robert’s Office; Lightfoot, Robert M. (HQ-AI000)</td>
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<tr>
<td>4</td>
<td>Quarterly Aerospace Meeting</td>
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<tr>
<td></td>
<td>HQ-CR-ACR1</td>
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<td></td>
<td>Lightfoot, Robert M. (HQ-AI000)</td>
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<td>5</td>
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### Monday, June 5

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
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</thead>
<tbody>
<tr>
<td>7:00am - 7:30am</td>
<td>Morning Tag-up (if needed)</td>
</tr>
<tr>
<td>7:30am - 7:45am</td>
<td>Meeting with Eric Spriggs</td>
</tr>
<tr>
<td>8:00am - 8:30am</td>
<td>Tag-up with Mr. Gerstenmaier (Robert's Office/Lea)</td>
</tr>
<tr>
<td>9:00am - 10:00am</td>
<td>Tag-up with Laura and Lisa (Robert's Office)</td>
</tr>
<tr>
<td>11:00am - 12:00pm</td>
<td>Senior Leadership Visits (BVQ0)</td>
</tr>
<tr>
<td>12:00pm - 12:30pm</td>
<td>Lunch - Lightfoot, Robert M. (HQ-AIO00)</td>
</tr>
<tr>
<td>12:30pm - 1:00pm</td>
<td>Tag-up with Steve J. (Robert's Office/Lea) to call</td>
</tr>
<tr>
<td>1:00pm - 1:30pm</td>
<td>Telephone with Wes Bush (Northrop Grumman)</td>
</tr>
<tr>
<td>1:30pm - 2:00pm</td>
<td>JWST Tag-up (Robert's Office/Erin and Lea to dial)</td>
</tr>
<tr>
<td>2:00pm - 4:00pm</td>
<td>June 8 Budget Prep Session (ACR-2) - Lightfoot</td>
</tr>
<tr>
<td>4:00pm - 4:30pm</td>
<td>Tag-up with McElrath - 4:00pm EST</td>
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### Tuesday, June 6

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
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<tbody>
<tr>
<td>6:30am - 7:30am</td>
<td>Morning Tag-up (if needed)</td>
</tr>
<tr>
<td>8:30am - 9:30am</td>
<td>Bi-Weekly Tag-up (HQ-CR-ACR1)</td>
</tr>
<tr>
<td>9:30am - 10:00am</td>
<td>Council Staff Meeting - Lea to lead via telecon</td>
</tr>
<tr>
<td>10:45am - 1:05pm</td>
<td>6:37A - Southwest Flight #272 - Conf</td>
</tr>
<tr>
<td>12:00pm - 1:30pm</td>
<td>Tag-up with Dr. Tur - 12 noon EST (Lea to call)</td>
</tr>
<tr>
<td>12:00pm - 1:00pm</td>
<td>Tag-up with Gail Allen (Lea to cover/Telecon Only)</td>
</tr>
<tr>
<td>3:00pm - 3:30pm</td>
<td>Budget Rental Car - Conf. #32328787US3</td>
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<tr>
<td>1:00pm - 1:30pm</td>
<td>Tag-up with J. D. (Lea to cover - Telecon Only)</td>
</tr>
<tr>
<td>1:30pm - 6:00pm</td>
<td>Travel Time</td>
</tr>
<tr>
<td>6:00pm - 6:30pm</td>
<td>Phone Call</td>
</tr>
<tr>
<td>6:30pm - 6:00pm</td>
<td>FW: Farewell Reception for Lauren &amp; Sherri</td>
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<tr>
<td>4:00pm - 4:30pm</td>
<td>Adobe Connect for Lauren and Sherri (Abode)</td>
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### Wednesday, June 7

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>7:00am - 7:30am</td>
<td>Morning Tag-up (if needed)</td>
</tr>
<tr>
<td>9:10am - 11:10am</td>
<td>Southwest Flight #2141 - Conf. #UN7A7 - 2 hrs. - Department of Transportation - Lightfoot</td>
</tr>
<tr>
<td>10:00am - 10:30am</td>
<td>Tag-up with Dave Wiltz (Lea to lead/Telecon Only)</td>
</tr>
<tr>
<td>11:10am - 12:10pm</td>
<td>Travel Time/Sonia Vasquez to pick up Robert (Sonia's Cell phone)</td>
</tr>
<tr>
<td>11:30am - 12:00pm</td>
<td>Tag-up with Dave B. (Lea to lead/Telecon)</td>
</tr>
<tr>
<td>12:00pm - 3:30pm</td>
<td>Astronaut Class Announcement - Arrive at 11:00am. Central Time/Busy/ISM</td>
</tr>
<tr>
<td>3:30pm - 5:30pm</td>
<td>Travel to Airport via Sonia Vasquez's Car (ISM)</td>
</tr>
<tr>
<td>5:40pm - 8:15pm</td>
<td>Southwest Flight #5155 - Conf.</td>
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### Thursday, June 8

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<tr>
<th>Time</th>
<th>Event</th>
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<tbody>
<tr>
<td>7:00am - 7:30am</td>
<td>Morning Tag-up (if needed)</td>
</tr>
<tr>
<td>7:30am - 8:00am</td>
<td>Approve travel - Jawon Shin - FN Voucher</td>
</tr>
<tr>
<td>8:00am - 8:30am</td>
<td>Hearing Prep Time</td>
</tr>
<tr>
<td>8:30am - 9:30am</td>
<td>Bi-Weekly Tag-up (HQ-CR-ACR1)</td>
</tr>
<tr>
<td>9:30am - 10:00am</td>
<td>Travel with Rebecca, Glenn O'Neal - Dev/Transport</td>
</tr>
<tr>
<td>10:00am - 12:00pm</td>
<td>Hearing with the Committee on Science, Space, Return with Rebecca, Glenn O'Neal is driver</td>
</tr>
<tr>
<td>12:00pm - 1:00pm</td>
<td>Lunch/Meeting - House CJS Appropriations Subcommittee</td>
</tr>
<tr>
<td>1:30pm - 2:00pm</td>
<td>Transport Robert + 2 to Rayburn Bldg./Pick-up</td>
</tr>
<tr>
<td>2:00pm - 4:00pm</td>
<td>House CJS Appropriations Subcommittee</td>
</tr>
<tr>
<td>2:00pm - 3:30pm</td>
<td>FYI-Lisa Guerra to host - Visit by Walton-Verona</td>
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<tr>
<td>4:00pm - 4:30pm</td>
<td>Calvin Johnson is driver - Transport Robert</td>
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### Friday, June 9

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<tbody>
<tr>
<td>7:00am - 7:30am</td>
<td>Morning Tag-up (if needed)</td>
</tr>
<tr>
<td>8:00am - 10:00am</td>
<td>Out of Office</td>
</tr>
<tr>
<td>10:00am - 12:00pm</td>
<td>NASA's FY2017 financial statement audit (FSA)</td>
</tr>
<tr>
<td>12:00pm - 1:00pm</td>
<td>Lunch - Robert M. (HQ-AIO00)</td>
</tr>
<tr>
<td>12:30pm - 1:00pm</td>
<td>Tag-up with Lisa and Rise (Robert's)</td>
</tr>
<tr>
<td>1:00pm - 2:00pm</td>
<td>SES Onboarding (Nancy Balkus, Hidts.) (Robert's)</td>
</tr>
<tr>
<td>2:00pm - 3:00pm</td>
<td>Tag-up with Robert/Redline yes 768 (Robert's Office)</td>
</tr>
<tr>
<td>3:00pm - 5:00pm</td>
<td>Leave for the Day</td>
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### Saturday, June 10

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
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<tbody>
<tr>
<td>2:20pm - 5:20pm</td>
<td>Meet GY @ 2:20</td>
</tr>
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### Sunday, June 11
### Monday, June 12

- **7:00am - 7:30am** Morning Tag-up (if needed)
- **8:00am - 8:30am** Tag-up w/Mr. Gerstenmaier (Robert's Office)
- **9:30am - 10:00am** Tag-up w/Lesa and Lisa (Robert's Office)
- **10:30am - 11:00am** Tag-up w/Renee (Robert's Office/Pam Hanes to 11:00am - 12:00pm Senior Leadership Vizta (SQA4))
- **12:00pm - 12:30pm** NASA Studio Recording - Singer message & Lunch - Lightfoot, Robert M. (HQ-A1000)
- **12:30pm - 1:00pm** Tag-up w/Steve J. (Robert's Office) - Lightfoot
- **1:00pm - 3:00pm** APMC Meeting (SQA4) - HQ-CAL - OACS - Councils
- **3:00pm - 3:30pm** Prep for Fox Business Network Interview
- **3:30pm - 4:00pm** Tag-up w/Lesa and Tom (Lesa's Office) - Lightfoot
- **3:30pm - 4:00pm** Interview w/Fox Business Network (NASA TV)

*More Items...*

### Tuesday, June 13

#### A Suite Safety Walk-thru Inspection @9:30am - Lightfoot, Robert

- **7:00am - 7:30am** Morning Tag-up (if needed)
- **8:00am - 8:30am** Deskwork/Letter for Lightfoot, Robert
- **8:30am - 9:00am** ISS/LEO Transition Update (HQ-CR-ACR1)
- **9:00am - 9:30am** Bi-Weekly Tag-up (HQ-CR-ACR1)
- **9:15am - 9:30am** Robert/Mary D. (Robert's Office) - Lightfoot, Robert
- **9:30am - 10:30am** Council Staff Meeting
- **10:30am - 11:00am** Tag-up w/Thomas Zurbuchen (Robert's Office)
- **11:00am - 11:30am** Robert/Lesa/James Leatherwood bi-weekly
- **11:30am - 12:00pm** Robert/Terry Jackson (Robert's Office)
- **12:00pm - 12:30pm** Lunch/Go to Credit Union - Lightfoot, Robert
- **12:15pm - 12:30pm** Phone call w/Mr. Jim Chilton (Boeing)
- **12:30pm - 1:00pm** Meeting w/Linda Jensen - Findings

*More Items...*

### Wednesday, June 14

- **7:30am - 8:00am** Meeting w/Gwynne Shotwell, SpaceX - 7:30am.
- **8:00am - 8:30am** Tag-up w/Jawwon Shin (Robert's Office) - Lightfoot
- **8:45am - 9:00am** Pick up
- **9:00am - 9:30am** Tag-up w/Jonathan Dimock (Robert's Office)
- **9:30am - 10:00am** Bi-weekly with Al Condes & Karen (Robert's Office)
- **10:00am - 12:00pm** Mission Support Council Meeting (SQA4)
- **10:00am - 10:30am** Robert/Andrew - Set up Loaner Cell Phone & OII All Hands (Glenman)
- **12:00pm - 1:30pm** Annapolis
- **1:00pm - 1:30pm** Monthly Tag-up w/Rebecca Lee (Lesa's Office)
- **1:30pm - 4:00pm** Travel to Langley
- **2:30pm - 3:00pm** Pre-LMF meeting w/Sharon and Page (Telecon)

### Thursday, June 15

#### FYI - Tech Days on the Hill - Lightfoot, Robert M. (HQ-A1000)

- **7:00am - 7:30am** Morning Tag-up (if needed)
- **8:00am - 10:30am** Page 302/Part in Director's Guest Spot
- **8:00am - 9:00am** Meeting w/Cris Gulli & Alena - AMPM Action (Note Langley Office Room 251 2nd Floor)
- **10:00am - 11:00am** Arrive @B2102/Room 101 - Erica Bovard will greet you (Parking has been reserved @B2102) - Lightfoot, Robert M.
- **11:00am - 12:30pm** 2017 Administrator's Agency Honor Award Ceremony Invitation (LaRC Henry J. E. Reid Conference Center, 1
- **12:30pm - 4:00pm** Travel back to Langley
- **1:00pm - 1:30pm** Jim Chilton to call Cell Phone
- **4:00pm - 4:30pm** Approve Al Condes' Europe trip
- **4:30pm - 6:30pm** Tech Day on the Hill (Ride w/Rebecca/OLIA will

### Friday, June 16

- **7:30am - 8:00am** Thank You Notes
- **8:30am - 9:00am** Meeting/Finalize Rating in Space for Rise
- **9:00am - 10:00am** ARM Lessons Learned (HQ 7061)
- **10:00am - 11:00am** STA Small Group Meeting with Robert
- **10:00am - 11:00am** STA - NASA Update w/Rich Coleman et al
- **11:00am - 11:30am** SES Onboarding w/Tia Ferguson, MSFC
- **11:45am - 12:00pm** Robert/Lesa Guerra - Capability Portfolio
- **12:00pm - 1:00pm** Call Ralph at noon on cell phone
- **12:50pm - 1:25pm** Phone call w/Sean Nelson (Robert's Office)
- **1:00pm - 1:30pm** Phone call w/Representative Gardner (Colorado)
- **1:00pm - 1:30pm** Robert/Jeff Wasserman (Robert's Office) - Lightfoot
- **1:30pm - 2:00pm** Final Trip Preparation

*More Items...*

### Saturday, June 17

- **8:00am - 4:30pm** Paris Air Show

### Sunday, June 18

- **8:00am - 4:30pm** Paris Air Show
<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>7 AM</td>
<td>Morning Tag-up (if needed); Lightfoot, Robert M. (HQ-A1000)</td>
</tr>
<tr>
<td>8</td>
<td>Tag-up w/Mr. Gerstenmaier; Robert’s Office; Lightfoot, Robert M. (HQ-A1000)</td>
</tr>
<tr>
<td>9</td>
<td>Tag-up w/Lesa and Lisa; Robert’s Office; Lightfoot, Robert M. (HQ-A1000)</td>
</tr>
<tr>
<td>10</td>
<td>Tag-up w/Renee; Robert’s Office/Pam Hanes to call 202-358-1808; Lightfoot, Robert M. (HQ-A1000)</td>
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<tr>
<td>11</td>
<td>Senior Leadership Vits; BQ40, Lightfoot, Robert M. (HQ-A1000)</td>
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<tr>
<td>12 PM</td>
<td>NASA Studio Recording—Singer message &amp; Ames message; Lunch: Lightfoot, Robert M. (HQ-A1000)</td>
</tr>
<tr>
<td>1</td>
<td>Tag-up w/Steve J.; Robert’s Office; Lightfoot, Robert M. (HQ-A1000)</td>
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<tr>
<td>2</td>
<td>APMC Meeting; BQ40, HQ-CAL-OACS-Councils</td>
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<tr>
<td>3</td>
<td>Prep for Fox Business Network Interview; Robert’s Office; Lightfoot, Robert M. (HQ-A1000)</td>
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<tr>
<td>4</td>
<td>Robert +2 - Travel to Hart Senate Office Bldg./Pick-up @ West Lobby Area/POC: Rise’ Williams, ext. 1808; Courtesy Meeting w/Senator Shaheen; 506 SHOB (Hart Senate Office Building); Lightfoot, Robert M. (HQ-A1000)</td>
</tr>
<tr>
<td>5</td>
<td>Robert +2 - Pick-up at Senate Hart Building; Drop off at West Lobby Area/Headquarters; is driver; Call phone #; is driver; Call phone #;</td>
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### TUESDAY

**June 13, 2017**

**Tuesday**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
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<tbody>
<tr>
<td>7:00</td>
<td>Morning Tag-up (if needed); Lightfoot, Robert M. (HQ-AI000)</td>
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<tr>
<td>8:00</td>
<td>Deskwork/Letter for Steve Cook</td>
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<td>ESS/LEO Transition Update; HQ-CR-ACR1; Lightfoot, Robert M. (HQ-AI000)</td>
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<tr>
<td>9:00</td>
<td>Bi-Weekly Tag-up; HQ-CR-ACR1; Lightfoot, Robert M. (HQ-AI000)</td>
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<td></td>
<td>Robert/Mary D.; Robert's Office; Lightfoot, Robert M. (HQ-AI000)</td>
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<tr>
<td>10:00</td>
<td>Council Staff Meeting</td>
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<td>HQ-CR-ACR1</td>
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<td>Lightfoot, Robert M. (HQ-AI000)</td>
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<tr>
<td>11:00</td>
<td>Tag-up w/Thomas Zurbruchen; Robert's Office; Lightfoot, Robert M. (HQ-AI000)</td>
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<tr>
<td>11:00</td>
<td>Robert/Lesa/James Leatherwood bi-weekly tag-up; Robert's Office; Lightfoot, Robert M. (HQ-AI000)</td>
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<tr>
<td>12:00</td>
<td>Robert/Terry Jackson; Robert's Office; Lightfoot, Robert M. (HQ-AI000)</td>
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<td></td>
<td>Phone call w/Mr. Jim Chilton (Boeing) - 12:15p.m.; Mr. Chilton to</td>
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<td></td>
<td>Meeting w/Linda Jensen - Findings on Organizational Needs Assess</td>
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<tr>
<td>1:00</td>
<td>Robert to meet w/Dr. Patricia Sanders; Robert's Office 9852; Lightfoot, Robert M. (HQ-AI000)</td>
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<tr>
<td>2:00</td>
<td>JPSS Re-org. &amp; Structure Meeting; Robert's Office 9852; Lightfoot, Robert M. (HQ-AI000)</td>
</tr>
<tr>
<td>2:00</td>
<td>Tag-up w/Ellen Ochoa - 2:00p.m. EST; Ellen to call 202-358-1808; Lightfoot, Robert M. (HQ-AI000)</td>
</tr>
<tr>
<td>3:00</td>
<td>Tag-up w/Jen Rae &amp; Bob Jacobs; Robert's Office; Lightfoot, Robert M. (HQ-AI000)</td>
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<td>4:00</td>
<td>Paris Air Show Briefing</td>
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<td></td>
<td>HQ-CR-ACR1</td>
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<td></td>
<td>Lightfoot, Robert M. (HQ-AI000)</td>
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<tr>
<td>4:00</td>
<td>Tag-up w/Robert/Ralph/Lesa; Ralph to call 202-358-1808; Lightfoot, Robert M. (HQ-AI000)</td>
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<tr>
<td>5:00</td>
<td>LMF Action to Page &amp; Sharon/S-6 questions for the group for July LMF</td>
</tr>
</tbody>
</table>

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Lightfoot, Robert M. (HQ-AI000)
FRIDAY

16
Lesa on leave

7 AM

Thank You Notes

Deskwork/Finish Rating in Space for Rise’

9

ARM Lessons Learned and Awards
HQ 7D61 (SOC)
Gates, Michele M. (HQ-CA000)

STA Small Group Meeting with Robert Lightfoot
NASA HQ, Room ACR-2
Rich Coleman

STA--NASA Update w/Rich Coleman et al
HQ-CR-ACR2
Lightfoot, Robert M. (HQ-AI000)

SES Onboarding w/Tia Ferguson, MSFC - 11:00a.m. EST; Robert’s Office 9852; Lightfoot, Robert M. (HQ-AI000)

12 PM

Robert/Lisa Guerra - Capability Portfolio

Call Ralph at noon on cell phone

Phone call w/Sen. Nelson; Robert’s Office; Phone call w/Congressman Gardner (Colo)

Final Trip Preparation
Ralph is driver—Transport Robert +1 to Dulles Airport/United Flight #915/Departs Dulles @5:25p.m./POC: Rise’ Williams, Pick-up @West Lobby Area

Flight UA 915 - Conf. #PLZ9G2 - Departs Dulles at 5:25p.m., arrives France on 6/17 at 6:55a.m.
Concourse C, Gate C8 - Dulles to CDG; Charles De Gaulle Int'l Airport - 7 hrs, 30 min
Monday, June 19

8:00am - 4:30pm Paris Air Show

Lightfoot, Robert M. (HQ-A1000)

Tuesday, June 20

8:00am - 4:30pm Paris Air Show

Tuesday Washington's (b) (f) (r)

8:30am - 9:30am Bi-Weekly Tag-up (HQ-ACR1) (b) (r)
- Lightfoot, Robert M. (HQ-A1000)

12:00pm - 12:30pm Tag-up w/Dr. Tu - 12 noon EST (Lesa to lead)
- Dr. Tu to call 202-358-1808 - Lightfoot, Robert M. (HQ-A1000)

12:30pm - 1:00pm Tag-up w/Gale Allen - Lesa to lead (Lesa's Office)

1:00pm - 1:30pm Tag-up w/ J. D. - Lesa to lead (Lesa's Office)
- Lightfoot, Robert M. (HQ-A1000)

Wednesday, June 21

8:00am - 4:30pm Air France - Flight #1324 - Conf. #OK7C27
- Departs France @ 8:40 a.m. / arrives Bremen at 10:05 a.m. (From Charles de Gaulle Int'l Airport to Bremen, 1 hr 25 min)

8:00am - 8:30am Tag-up w/Andrew Hunter - Lesa to lead (Lesa's Office)
- Lightfoot, Robert M. (HQ-A1000)

10:00am - 10:30am Tag-up w/Terry Willeutt - Lesa to lead (Robert's Office)
- Terry to call 202-358-1808 - Lightfoot, Robert M. (HQ-A1000)

12:30pm - 1:00pm Tag-up w/Jonathan Dimock - Lesa to lead (Jonathan to call 202-358-1808)
- Lightfoot, Robert M. (HQ-A1000)

Thursday, June 22

8:00am - 4:30pm Travel from Bremen to Dublin - Ryanair - Conf.
- #1Y966K (Depart Bremen @ 3:40 p.m., arrive Dublin @ 6:35 p.m.)

8:30am - 9:30am Bi-Weekly Tag-up (HQ-ACR1)
- Lightfoot, Robert M. (HQ-A1000)

12:00pm - 2:30pm BPR Meeting (8Q40) - HQ-CAL-OACS-Counsels

3:00pm - 5:00pm Extended EC / SMC (8Q40) - Remote Info Below -
- HQ-CAL-OACS-Counsels

Friday, June 23

8:00am - 4:30pm Embassy Meetings/Outreach Activity/Mtg.
- w/Govt. Officials

Saturday, June 24

Lightfoot, Robert M. (HQ-A1000)

Sunday, June 25

8:00am - 4:30pm United Flight #127 - Conf. #PZ9G62 from Dublin to Dulles
- Departs at 12:25 p.m. Dublin Time (Arrives Dulles at 3:15 p.m. - 7 h 50 min)
Monday, June 26
Chris Scoles on leave thru July 9

Lesa TELEwork from Langley

Tom Cremins on leave thru July 4

- 8:00am - 8:30am Tag-up w/Mr. Gerstenmaier (Robert's Office/Lesa)
- 8:30am - 9:00am A-Suite Tag-up (Robert's Office
- 9:00am - 9:30am Readback - Lightfoot, Robert M. (HQ-AI000)
- 10:00am - 10:30am Readback - Lightfoot, Robert M. (HQ-AI000)
- 10:30am - 11:00am Tag-up w/Renee et al (9th Floor Room)
- 11:00am - 12:00pm Senior Leadership Vits (8Q4L)
- 12:00pm - 12:30pm Lunch - Lightfoot, Robert M. (HQ-AI000)
- 12:30pm - 1:00pm Tag-up w/Steve J. (Robert's Office) - Lightfoot,
- 1:00pm - 1:30pm Orion JOCO (ACR 3)
- 1:30pm - 2:00pm Robert/Lesa/Rise - Discuss Center Visit Details

More Items...

Wednesday, June 28
Lesa on leave

- 7:30am - 8:00am OTA Beverage Club $ Due for July/Pay for
- 8:00am - 9:00am Phone call w/James Horz (Robert’s Office/Robert
- 9:00am - 9:30am SES Reform Pre-Meet (7460G, or Dial in;
- 9:30am - 10:00am Tag-up w/Krista (Robert's Office) - Lightfoot,
- 10:00am - 11:00am Monthly SES Staff Meeting (HQ-CR-ACR1)
- 11:00am - 12:00pm SES Reform Initiative: Discussion of Priorities
- 12:00pm - 12:30pm Lunch - Lightfoot, Robert M. (HQ-AI000)
- 12:30pm - 2:00pm Interview w/Discussion Channel - Stephanie to
- 2:30pm - 3:00pm Tag-up w/Jonathan Dimock (Robert’s Office)
- 3:00pm - 3:30pm Post April/May BPR meeting w/K Lightfoot &
- 3:30pm - 4:00pm Webb Budget Line Discussion (Robert’s Office)

More Items...

Friday, June 30
Lesa on leave

Rise - TELEwork a.m. / Dr. Appt. p.m. - Lightfoot, Robert M.
(HQ-AI000)

- 7:30am - 8:00am Gate 9 will be Closed/Cover from Room 913B
  (Park in #31)
- 8:30am - 9:00am Tag-up w/Robert Lightfoot/P. White & J. Herz
  (WJ)
- 9:00am - 12:00pm MPLC Travel
- 12:00pm - 2:00pm Lunch/Travel Time
- 2:00pm - 3:00pm LSINC Tour (Robert Lightfoot) - 1:00p.m. Central
  Time/2:00p.m. EST (655 Discovery Drive NW Suite 350 Huntsville AL
  35806) - Alicia Ryan

Tuesday, June 27
Lesa on leave

- 8:00am - 8:30am Robert/Erica Spriggs (Robert's Office 9852)
- 8:30am - 9:30am Bi-Weekly Tag-up (HQ-CR-ACR1)
- 9:30am - 10:00am Council Staff Meeting
- 10:00am - 10:30am Tag-up w/Thomas Zurbruch (Robert's Office)
- 10:30am - 11:30am Deskwork
- 11:30am - 12:00pm Tag-up w/Rick Gillebreth - 11:30 a.m. EST
  (Rick
- 12:00pm - 12:30pm Lunch - Lightfoot, Robert M. (HQ-AI000)
- 12:30pm - 1:00pm Tag-up w/D. Terrier (Robert's Office) - Lightfoot,
- 1:00pm - 2:00pm Hearing Prep for FY 2018 Senate Appropriations
- 2:00pm - 3:30pm Tag-up w/Ellen Ochoa - 2:00p.m. EST (Ellen to call)
- 2:30pm - 3:00pm Tag-up w/Jan Rae & Bob Jacobs (Robert's Office)
- 3:00pm - 3:30pm Robert/Michele Tag-up (Robert’s Office)

More Items...

Thursday, June 29
Lesa on leave

- 7:45am - 8:00am Robert/Wayne Hale - 7:45 a.m. (Robert’s Office)
- 8:15am - 8:30am Phone call w/ Jeff Young - 8:15a.m. (Mr. Young to
- 8:30am - 9:30am Bi-Weekly Tag-up (HQ-CR-ACR1)
- 9:00am - 10:00am Robert + 3 to the Senate Dirksen Bldg./FOC.
- 10:00am - 12:00pm Hearing for Senate CFJ Appropriations
- 11:30am - 12:00pm Robert + 3 - Drop off @West Lobby
- 1:20pm - 12:30pm Reform Plan Meeting (HQ-CR-ACR3)
- 1:30pm - 1:30pm Lunch - Lightfoot, Robert M. (HQ-AI000)
- 1:30pm - 2:00pm 9th Floor Room - Lightfoot, Robert M. (HQ-AI000)
- 2:00pm - 3:00pm Deskwork
- 3:00pm - 3:30pm Transport Robert to Reagan Airport - American
- 3:30pm - 5:00pm Travel Time
- 4:50pm - 6:30pm Gate 4F American Airlines Flight #5020 - Coat

Saturday, July 1
Jaiwon Shin's Birthday

Sunday, July 2

Lightfoot, Robert M. (HQ-AI000)
### Monday

#### 7 AM

- **Tag-up w/Mr. Gerstenmaier:** Robert's Office/Lesa to call 202-358-1808; Lightfoot, Robert M. (HQ-AI000)
- **A-Suite Tag-up:**
  - Robert's Office
  - Lightfoot, Robert M. (HQ-AI000)
- **Tag-up w/Lesa and Lisa:** Robert's Office/Lesa to call 202-358-1808; Lightfoot, Robert M. (HQ-AI000)
- **Readbook:** Lightfoot, Robert M. (HQ-AI000)
- **Tag-up w/Renee, et al:** 9th Floor Room; Lightfoot, Robert M. (HQ-AI000)
- **Senior Leadership Vits:**
  - 8Q40 (HQ-AI000)
  - Lightfoot, Robert M. (HQ-AI000)
- **Lunch:** Lightfoot, Robert M. (HQ-AI000)
- **Tag-up w/Steve J.:** Robert's Office; Lightfoot, Robert M. (HQ-AI000)
- **Orion JFOOC; ACR-3:** Lightfoot, Robert M. (HQ-AI000)
- **Robert/Lesa/Rise:** Discuss Center Visit Details; Robert's Office/Lesa to call 202-358-1808; Lightfoot, Robert M. (HQ-AI000)
- **Tag-up w/Carol--ASAP:** Robert's Office; Lightfoot, Robert M. (HQ-AI000)
- **Meeting w/OPS:** Robert's Office 9852; Lightfoot, Robert M. (HQ-AI000)

#### 8 AM

- **Deskwork/Approve SATERN requests** -- see below & Germany Travel Debrief

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*Note: The table includes a calendar with dates from June 1 to July 31, 2017.*
<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
</tr>
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<tbody>
<tr>
<td>7 AM</td>
<td>Lesa on leave</td>
</tr>
<tr>
<td>8</td>
<td><strong>Robert/Erin Spriggs</strong>: Robert's Office 9852; Lightfoot, Robert M. (HQ-A1000)</td>
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<tr>
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<td>Bi-Weekly Tag-up</td>
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<td>HQ-CR-ACR1</td>
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<td>Lightfoot, Robert M. (HQ-A1000)</td>
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<tr>
<td>9</td>
<td><strong>Council Staff Meeting</strong>: HQ-CR-ACR1</td>
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<td>Lightfoot, Robert M. (HQ-A1000)</td>
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<tr>
<td>10</td>
<td><strong>Tag-up w/Thomas Zurbuchen</strong>: Robert's Office; Lightfoot, Robert M. (HQ-A1000)</td>
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<tr>
<td>11</td>
<td><strong>Tag-up w/Rick Gilbreth</strong>: 11:30 a.m. EST; Lightfoot, Robert M. (HQ-A1000)</td>
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<td><strong>Lunch</strong>: Lightfoot, Robert M. (HQ-A1000)</td>
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<td><strong>Tag-up w/D. Terrier</strong>: Robert's Office; Lightfoot, Robert M. (HQ-A1000)</td>
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<tr>
<td>1</td>
<td><strong>Hearing Prep for FY 2018 Senate Appropriations Hearing (6/29)</strong></td>
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<td>HQ-CR-ACR2</td>
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<td>Lightfoot, Robert M. (HQ-A1000)</td>
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<td>2</td>
<td><strong>Tag-up with Ellen Ochoa</strong>: 2:00 p.m. EST; Lightfoot, Robert M. (HQ-A1000)</td>
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<td><strong>Tag-up with Jen Rae &amp; Bob Jacobs</strong>: Robert's Office; Lightfoot, Robert M. (HQ-A1000)</td>
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<tr>
<td>3</td>
<td><strong>Robert/Michele Tag-up</strong>: Robert's Office; Lightfoot, Robert M. (HQ-A1000)</td>
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<td><strong>Robert/Jaya Bajpayee</strong>: Robert's Office 9852; Lightfoot, Robert M. (HQ-A1000)</td>
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<tr>
<td>4</td>
<td><strong>SpaceX Copy Strategy</strong>: Robert's Office; Lightfoot, Robert M. (HQ-A1000)</td>
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<tr>
<td>6</td>
<td>Call Elizabeth Robertson @ 256-683-8455</td>
</tr>
</tbody>
</table>
WEDNESDAY

28

Less on leave

7 AM

OTA Beverage Club $ Due for July/Pay for July-Sept. parking

8

Phone call w/James Herz; Robert's Office/Robert to call (a) (6)

9

SEV Reform Pre-Meet: 7460G, or Dial In: (b) (6)

Tag-up w/Krista; Robert's Office. Lightfoot, Robert M. (HQ-AI000)

10

Monthly SES Staff Meeting

HQ-CR-ACR1

Lightfoot, Robert M. (HQ-AI000)

11

SEV Reform Initiative: Discussion of Priorities and Path Forward (Career Advisors, SAOs P1 and P2)

Conference Call - Phone

Daphnis, Kristy L. EOP/OMB

12 PM

Lunch; Lightfoot, Robert M. (HQ-AI000)

Deskwork

1

Interview w/Discovery Channel - Stephanie to come to office @1:25p.m.-2:15p.m.

Ginna Conf. Room

Lightfoot, Robert M. (HQ-AI000)

2

Tag-up w/Jonathan Dimock; Robert's Office. Lightfoot, Robert M. (HQ-AI000)

3

Post April/May BPR meeting w/R. Lightfoot & Paul Shawcross, et al; (b) (6)

Webb Budget Line Discussion; Robert's Office; Zurbuchen, Thomas H. (HQ-DA000)

Godard Workforce w/Steve J. and Thomas Z; Robert's Office; Lightfoot, Robert M. (HQ-AI000)

SATEM Training; Alternative Dispute Resolution for Managers

4

5

6