

Debbie Raphael, Director
California Environmental Protection Agency
Department of Toxic Substances Control
1001 I Street, 25th Floor
Sacramento, CA 95814
(916) 322-05044

MEETING/SPEAKING REQUEST FORM

This form must be completed and returned prior to scheduling a meeting with Director Raphael. Return via e-mail to: Carol Reilly at creilly@dtsc.ca.gov and Kim Smith at ksmith@dtsc.ca.gov

Save this form before filling out and submitting request.

Meeting Requestor: Bob Hoffman		Date: 4/19/12	
Affiliation: Paul Hastings on behalf of The Boeing Company			
Telephone: (916) 552-2881		Work Cell: (916) 216-3323	
E-Mail: roberthoffman@paulhastings.com			
Title of meeting: Santa Susana Field Laboratory Issues			
Purpose of meeting: Catch-up with Director Raphael on current issues			
What is your deadline? Seeking a meeting on the morning of May 1			
Requested Date(s) / Time(s):	Date: 5/1	Date: 5/1	Date:
	Time: AM	Time: PM by 2	Time:
Check here if media inquiry ☐			
List of Attendee(s). Attach additional sheets if needed.			
Name / Title		Affiliation	
Steve Shestag		TBC	
Tom Gallacher		TBC	
Steven Rogers		TBC	
Peter Weiner		Paul Hastings	
Bob Hoffman		Paul Hastings	
Will your meeting require Audio Visual assistance? ☐ Yes ☒ No If yes, please identify type: ☐ Laptop ☐ Projector Screen ☐ Conference Phone ☐ Other:			
Additional comments to meeting scheduler: Please let me know asap if 5/1 is unavailable			

Please e-mail any pertinent materials at least 5 business days prior to meeting.