

From: [Shelley K. Finlayson](#)
To: [Diana Veilleux](#)
Subject: FW: HSGAC nominations process
Date: Friday, October 20, 2023 1:36:10 PM

From: Brenner, Claudine (HSGAC) [mailto:(b) (6)]
Sent: Friday, October 20, 2023 1:03 PM
To: Grant Anderson <ganderso@oge.gov>; Shelley K. Finlayson <skfinlay@oge.gov>
Subject: HSGAC nominations process

HSGAC NOMINATIONS – PROCESS OVERVIEW

After the President transmits a nomination to the Senate and that nomination is referred to HSGAC, the Committee process proceeds in four main stages: (1) Questionnaires & Disclosures; (2) Staff Interview; (3) Hearing; and (4) Markup.

(1) Committee Questionnaires & Ethics/Financial Disclosures

During the first stage the nominee is required to complete two HSGAC-specific questionnaires and provide the Committee with copies of their three most recent years of tax returns. Additionally, the Office of Government Ethics (OGE) provides the Committee with copies of the nominee's certified financial disclosure report (OGE Form 278) and ethics agreement.

- ***Biographical Questionnaire***

The biographical questionnaire (or “common form”) contains standard questions about the nominee's background, including employment, education, publications, political activity, finances, and criminal history. Typically, the White House provides the biographical questionnaire to the nominee directly, and the relevant agency/department (via the office of legislative affairs) returns the completed questionnaire to the Committee. *NOTE: Only the Chairman, Ranking Member, and their staff receive the full completed questionnaire. A version with financial information redacted is made available to other Committee Members and their staff. The redacted version is later included in the public hearing record.*

- ***Tax Returns***

The nominee is required to provide the Committee with signed copies of their most recent three years of federal and state tax returns. *NOTE: Access to nominees' tax returns is limited to the HSGAC Chairman and Ranking Member and their staff. Tax documents are not made available to other Members or to the public.*

- ***OGE Form 278 & Ethics Agreement***

After reviewing and certifying a nominee's Public Financial Disclosure Report (OGE Form 278) and ethics agreement, OGE will transmit copies of both to the Committee. OGE also provides the Committee with a letter stating it has determined that the nominee is in compliance with all applicable ethics and conflicts requirements. *NOTE: Personal financial information will be redacted from the nominee's ethics agreement*

before it is made available to all Committee Members and staff. Only the Chairman, Ranking Member, and their staff receive an unredacted copy. The redacted ethics agreement and full OGE Form 278 are later included in the public hearing record.

◦ ***Pre-hearing Questionnaire***

After the nominee submits the completed biographical questionnaire, Committee staff will prepare a pre-hearing questionnaire (or “policy questionnaire”) for the nominee. This questionnaire is tailored to each individual nominee and covers a wide range of topics. Typically, the nominee will receive the pre-hearing questionnaire 1-2 weeks after submitting the completed biographical questionnaire. Questions generally focus on the nominee’s relevant experience and policy views, but can include all aspects of the nominee’s background. Nominees to cabinet-level or agency head positions can receive well over 100 pre-hearing questions. The nominee must provide written responses to all pre-hearing questions before the Committee will hold a staff interview. *NOTE: The completed pre-hearing questionnaire is made available to all Committee Members and their staff; however, it is not made public until a hearing is held.*

(2) Staff Interview

After the Committee receives the completed pre-hearing questionnaire, it will hold a bipartisan staff interview with the nominee. Committee staff interviews are off-the-record and only HSGAC Members’ staff may attend. Since COVID, staff interviews are held remotely via video conference. These interviews are moderated by a member of the HSGAC Chairman’s staff and tend to be relatively informal. Questions often follow up on the nominee’s pre-hearing questionnaire responses, but staff are able to ask about any topic. Staff interviews generally last 1-2 hours; however, some interviews for cabinet-level nominees have gone 3-4 hours.

(3) Hearing

Following the staff interview, the Committee will hold a public hearing on the nomination where the nominee will testify under oath before Members of the Committee. HSGAC rules require public notice of the hearing at least one week in advance. Although the staff interview must occur prior to the hearing, the hearing may be scheduled (and announced publicly) before a staff interview is held.

The Committee may consider multiple nominations at a single hearing, and nominees to multiple positions may appear on the same witness panel. However, high-level nominees have typically received standalone hearings. Since COVID, the Committee has conducted nomination hearings either remotely (via videoconference) or using a hybrid format, where witnesses and Members can chose whether to participate in person or remotely. Following the hearing, individual Members can submit written Questions for the Record (QFRs) to the nominee. Members are typically required to submit any QFRs within 24 hours after the hearing concludes, and the nominee must provide written answers prior to a Committee vote on the nomination.

(4) Markup

Following the hearing, the Committee will hold a markup where they will vote on the nomination. HSGAC rules require public notice of a Committee markup at least one week in advance. At the markup Members will have the opportunity to speak/debate before voting on whether to advance the nomination to the Senate floor. In recent years, HSGAC has approved many non-controversial nominees by voice vote; however, any Member can request a roll call vote.

Unlike hearings, HSGAC still holds Committee markups in person and does not currently permit remote participation. To advance a nomination to the full Senate, a majority of the Senators *physically present* must vote to report the nomination to the floor. Absent Senators may submit proxy votes that are noted in the record; however, such votes do not impact the Committee's disposition of a nomination.

OTHER STANDARD PRACTICES

Member Meetings

Most nominees reach out to Committee Members to offer "courtesy" meetings. For high-profile positions, nominees will typically have individual meetings (or phone calls) with most, if not all, HSGAC Members. These meetings often occur prior to a nomination hearing, but can happen at any point during the process.

FBI File Review

The results of the nominee's FBI's background investigation are made available for review by the HSGAC Chairman and Ranking Member only. No other Committee Members or staff are permitted to view the file. The White House Counsel's Office facilitates this review, which occurs in-person. The Chairman and Ranking Member typically review the FBI background investigation file prior to the hearing.

Claudine J. Brenner

Senior Counsel

U.S. Senate Homeland Security & Governmental Affairs Committee

Chairman Gary C. Peters

(b)(6) - phone number

From: [Brenner, Claudine \(HSGAC\)](#)
To: [Grant Anderson](#); [Shelley K. Finlayson](#)
Subject: RM Paul staff contacts
Date: Friday, October 20, 2023 1:33:28 PM

(b)(6) - Christina Salazar's email address

(b)(6) - Andrew Hopkins' email address

Claudine J. Brenner

Senior Counsel

U.S. Senate Homeland Security & Governmental Affairs Committee

Chairman Gary C. Peters

(b)(6) - phone number

From: [Brenner, Claudine \(HSGAC\)](#)
To: [Grant Anderson](#); [Weinberg, David \(HSGAC\)](#)
Cc: [Diana Veilleux](#); [Shelley K. Finlayson](#)
Subject: RE: Quick Question, re: OGE Director
Date: Thursday, October 19, 2023 12:50:24 PM

Hi Grant – That would be me! Good to meet you and happy to touch base regarding Mr. Huitema’s nomination.

I could speak this afternoon at 4pm or tomorrow between 1 and 3pm. Let me know if one of those windows works on your end.

Thank you,
Claudine

Claudine J. Brenner
Senior Counsel
U.S. Senate Homeland Security & Governmental Affairs Committee
Chairman Gary C. Peters

(b)(6) - phone number

From: Grant Anderson <ganderso@oge.gov>
Sent: Thursday, October 19, 2023 12:46 PM
To: Weinberg, David (HSGAC) (b) (6) >; Brenner, Claudine (HSGAC) <(b) (6) >
Cc: Diana Veilleux <djveille@oge.gov>; Shelley K. Finlayson <skfinlay@oge.gov>
Subject: Quick Question, re: OGE Director

David and Claudine,

On Sept. 5, the President [nominated](#) David Huitema to be OGE’s Director.

I wanted to quick touch base and see if you could point me in the right direction - is there a staffer/POC at the committee that would be the best person to be in contact with about the nomination?

Best,

Grant

Grant Anderson
Assistant Counsel
Legal, External Affairs and Performance Branch
Program Counsel Division
U.S. Office of Government Ethics
202-482-9318 (work)

(b) (6) (cell)

Grant.Anderson@oge.gov

OGE Confidential Notice: This message may contain Controlled Unclassified Information (CUI) that requires safeguarding or dissemination control under applicable law, regulation, or Government-wide policy. This email, including all attachments, may constitute a Federal record or other Government property that is intended only for the use of the individual or entity to which it is addressed. If you are not the intended recipient or the employee or agent responsible for delivering the transmission to the intended recipient, you are hereby notified that any dissemination, distribution, copying or use of this email or its contents is strictly prohibited. If you have received this email in error, please notify the sender by responding to the email and then immediately delete the email.

From: [Crawford, Zach \(Peters\)](#)
To: [Grant Anderson](#)
Cc: [Harmon, Helena \(Peters\)](#); [Shelley K. Finlayson](#); [Diana Veilleux](#)
Subject: Re: Courtesy Meeting Request (Director of U.S. Office of Government Ethics)
Date: Wednesday, December 20, 2023 2:14:05 PM

Grant,

Wonderful! We are happy to host this meeting in our office, Suite 724 of the Hart Senate Office Building.

Best,
Zach

On Dec 20, 2023, at 1:11 PM, Grant Anderson <ganderso@oge.gov> wrote:

Zach,

Thank you - Wednesday, January 10th, from 12:15-12:35p would work great.

Can you please send the location details, etc.?

Best,

Grant

From: Crawford, Zach (Peters) <(b) (6)>

Sent: Wednesday, December 20, 2023 10:10 AM

To: Grant Anderson <ganderso@oge.gov>

Cc: Harmon, Helena (Peters) <(b) (6)>; Shelley K.

Finlayson <skfinlay@oge.gov>; Diana Veilleux <djveille@oge.gov>

Subject: RE: Courtesy Meeting Request (Director of U.S. Office of Government Ethics)

Good afternoon Grant,

Senator Peters is available for a meeting on Wednesday January 10th from 12:15pm – 12:35pm. Please let me know if this time works on your end.

Best,

Zach

From: Grant Anderson <ganderso@oge.gov>

Sent: Friday, December 15, 2023 4:30 PM

To: Crawford, Zach (Peters) <(b) (6)>

Cc: Harmon, Helena (Peters) <(b) (6)>; Shelley K.

Finlayson <skfinlay@oge.gov>; Diana Veilleux <djveille@oge.gov>

Subject: RE: Courtesy Meeting Request (Director of U.S. Office of Government Ethics)

Zach,

Appreciate you following up!

He is free to meet with Chairman Peters anytime the week of January 8th – it would be great to get something on the books.

Best,

Grant

Grant Anderson

Assistant Counsel
Legal, External Affairs and Performance Branch
Program Counsel Division
U.S. Office of Government Ethics
(202) 482-9318
Grant.Anderson@oge.gov
Visit OGE's website: www.oge.gov
Follow OGE on Twitter: @OfficeGovEthics

From: Crawford, Zach (Peters) <(b) (6)>
Sent: Thursday, December 14, 2023 11:07 AM
To: Grant Anderson <ganderso@oge.gov>
Cc: Harmon, Helena (Peters) <(b) (6)>; Shelley K. Finlayson <skfinlay@oge.gov>; Diana Veilleux <djveille@oge.gov>
Subject: RE: Courtesy Meeting Request (Director of U.S. Office of Government Ethics)
Good morning Grant,
Thank you for reaching out! What does Mr. Huitema's availability look like the week of January 8th?
Thanks,
Zach

From: Grant Anderson <ganderso@oge.gov>
Date: Wednesday, December 13, 2023 at 4:41 PM
To: "Harmon, Helena (Peters)" <(b) (6)>
Cc: "Shelley K. Finlayson" <skfinlay@oge.gov>, Diana Veilleux <djveille@oge.gov>
Subject: FW: Courtesy Meeting Request (Director of U.S. Office of Government Ethics)
Helena,
Please see attached for a courtesy meeting request for David Huitema, the nominee for Director of the United States Office of Government Ethics.
Best,
Grant
Grant Anderson
Assistant Counsel
Legal, External Affairs and Performance Branch
Program Counsel Division
U.S. Office of Government Ethics
(202) 482-9318
Grant.Anderson@oge.gov
Visit OGE's website: www.oge.gov
Follow OGE on Twitter: @OfficeGovEthics

From: Chawla, Angeli (Peters) <(b) (6)>
Sent: Wednesday, December 13, 2023 4:38 PM
To: Grant Anderson <ganderso@oge.gov>
Subject: Automatic reply: Courtesy Meeting Request (Director of U.S. Office of Government Ethics)
I am no longer with the office of Senator Gary Peters. For Michigan scheduling requests, please contact **Tori Whitworth's email address**. For DC scheduling requests, please contact **Helena Harmon's email address**.

Attachment at p.11

For immediate assistance, please call 202-224-6221. Thank you!

From: Grant Anderson

Sent: Wednesday, December 13, 2023 4:37 PM

To: (b) (6) Angeli Chawla's email address <(b) (6) Angeli Chawla's email address>

Cc: Shelley K. Finlayson <skfinlay@oge.gov>; Diana Veilleux <djveille@oge.gov>

Subject: FW: Courtesy Meeting Request (Director of U.S. Office of Government Ethics)

Angeli,

Wanted to follow up to confirm you received the attached courtesy meeting request.

Thanks!

Best,

Grant

From: Grant Anderson

Sent: Tuesday, November 28, 2023 10:01 AM

To: (b) (6) Angeli Chawla's email address <(b) (6) Angeli Chawla's email address>

Cc: Diana Veilleux <djveille@oge.gov>; Shelley K. Finlayson <skfinlay@oge.gov>

Subject: Courtesy Meeting Request (Director of U.S. Office of Government Ethics)

Angeli,

Please see attached for a courtesy meeting request for David Huitema, the nominee for Director of the United States Office of Government Ethics.

Best,

Grant

Grant Anderson

Assistant Counsel

Legal, External Affairs and Performance Branch

Program Counsel Division

U.S. Office of Government Ethics

(202) 482-9318

Grant.Anderson@oge.gov

Visit OGE's website: www.oge.gov

Follow OGE on Twitter: [@OfficeGovEthics](https://twitter.com/OfficeGovEthics)

OGE Confidential Notice: This message may contain Controlled Unclassified Information (CUI) that requires safeguarding or dissemination control under applicable law, regulation, or Government-wide policy. This email, including all attachments, may constitute a Federal record or other Government property that is intended only for the use of the individual or entity to which it is addressed. If you are not the intended recipient or the employee or agent responsible for delivering the transmission to the intended recipient, you are hereby notified that any dissemination, distribution, copying or use of this email or its contents is strictly prohibited. If you have received this email in error, please notify the sender by responding to the email and then immediately delete the email.

OGE Confidential Notice: This message may contain Controlled Unclassified Information (CUI) that requires safeguarding or dissemination control under applicable law,

Duplicate attachment
to that referenced
above (at p.11)

regulation, or Government-wide policy. This email, including all attachments, may constitute a Federal record or other Government property that is intended only for the use of the individual or entity to which it is addressed. If you are not the intended recipient or the employee or agent responsible for delivering the transmission to the intended recipient, you are hereby notified that any dissemination, distribution, copying or use of this email or its contents is strictly prohibited. If you have received this email in error, please notify the sender by responding to the email and then immediately delete the email.

OGE Confidential Notice: This message may contain Controlled Unclassified Information (CUI) that requires safeguarding or dissemination control under applicable law, regulation, or Government-wide policy. This email, including all attachments, may constitute a Federal record or other Government property that is intended only for the use of the individual or entity to which it is addressed. If you are not the intended recipient or the employee or agent responsible for delivering the transmission to the intended recipient, you are hereby notified that any dissemination, distribution, copying or use of this email or its contents is strictly prohibited. If you have received this email in error, please notify the sender by responding to the email and then immediately delete the email.



November 28, 2023

Courtesy Meeting Request

To: Ms. Angeli Chawla
Office of Chairman Peters

From: Ms. Shelley Finlayson
Acting Director, Office of Government Ethics

On September 5, 2023, the President nominated David Huitema to be the next Director of the United States Office of Government Ethics. Mr. Huitema's nomination is currently pending before the Senate Committee on Homeland Security and Governmental Affairs. I am writing to ask whether Chairman Peters would like to meet briefly with Mr. Huitema.

If there is a convenient time, Mr. Huitema would be pleased to have the opportunity to meet with Chairman Peters. If you would like to set a meeting time, please contact Grant Anderson at Grant.Anderson@oge.gov or (202) 482-9318.

Thank you for your assistance with this request.

Sincerely,

A handwritten signature in blue ink that reads "Shelley Finlayson". The signature is written in a cursive, flowing style.

Shelley Finlayson



From: [Wehrley, Lydia \(Carper\)](#)
To: [Grant Anderson](#)
Cc: [Shelley K. Finlayson](#); [Diana Veilleux](#); [Harris, Stuart \(Carper\)](#); [Bush, Jed \(Carper\)](#); [Klausner, Steven \(Carper\)](#)
Subject: RE: Courtesy Meeting Request (Director of U.S. Office of Government Ethics)
Date: Tuesday, January 9, 2024 12:27:48 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)

Thanks, Grant. Adding in Steven Klausner here who will meet the group at the Calder model and escort them to the meeting.

From: Grant Anderson <ganderso@oge.gov>
Sent: Tuesday, January 9, 2024 11:50 AM
To: Wehrley, Lydia (Carper) <(b) (6)>
Cc: Shelley K. Finlayson <skfinlay@oge.gov>; Diana Veilleux <djveille@oge.gov>; Harris, Stuart (Carper) <(b) (6)>; Bush, Jed (Carper) <(b) (6)>
Subject: RE: Courtesy Meeting Request (Director of U.S. Office of Government Ethics)

Happy new year Lydia!

Sounds good - they are planning to meet in the Hart atrium near the model of the Calder sculpture, and entering through the Constitution Ave doors.

Best,

Grant

From: Wehrley, Lydia (Carper) <(b) (6)>
Sent: Tuesday, January 9, 2024 11:19 AM
To: Grant Anderson <ganderso@oge.gov>
Cc: Shelley K. Finlayson <skfinlay@oge.gov>; Diana Veilleux <djveille@oge.gov>; Harris, Stuart (Carper) <(b) (6)>; Bush, Jed (Carper) <(b) (6)>
Subject: RE: Courtesy Meeting Request (Director of U.S. Office of Government Ethics)

Hi Grant –

Happy new year! Senator Carper looks forward to meeting with Mr. Huitema and Ms. Finlayson today. Due to floor activity, we need to move this meeting to Senator Carper's Capitol office. Can you please let me know where the participants will be coming from ahead of the 3:30 pm meeting with Senator Carper? I will arrange for a member of our staff to meet them there and escort them to the Senator's Capitol office.

Thanks,
Lydia

From: Grant Anderson <ganderso@oge.gov>
Sent: Thursday, December 21, 2023 3:41 PM
To: Wehrley, Lydia (Carper) <(b) (6)>
Cc: Shelley K. Finlayson <skfinlay@oge.gov>; Diana Veilleux <djveille@oge.gov>; Harris, Stuart (Carper) <(b) (6)>
Subject: RE: Courtesy Meeting Request (Director of U.S. Office of Government Ethics)

Thanks Lydia!

Shelley Finlayson, OGE's acting director and chief of staff, is planning to accompany our nominee.

Best,

Grant

From: Wehrley, Lydia (Carper) <(b) (6)>
Sent: Tuesday, December 19, 2023 12:20 PM
To: Grant Anderson <ganderso@oge.gov>
Cc: Shelley K. Finlayson <skfinlay@oge.gov>; Diana Veilleux <djveille@oge.gov>; Harris, Stuart (Carper) <(b) (6)>
Subject: RE: Courtesy Meeting Request (Director of U.S. Office of Government Ethics)

Great! Please let me know who all will join Mr. Huitema at the meeting. This will take place in Senator Carper's office, 513 Hart.

Thanks,
Lydia

From: Grant Anderson <ganderso@oge.gov>
Sent: Monday, December 18, 2023 7:01 PM
To: Wehrley, Lydia (Carper) <(b) (6)>
Cc: Shelley K. Finlayson <skfinlay@oge.gov>; Diana Veilleux <djveille@oge.gov>; Harris, Stuart (Carper) <(b) (6)>
Subject: RE: Courtesy Meeting Request (Director of U.S. Office of Government Ethics)

Lydia,

Thank you - Tuesday, January 9th, at 3:30 pm would work great.

Can you please send the location details, etc.?

Best,

Grant

From: Wehrley, Lydia (Carper) <(b) (6) gov>
Sent: Monday, December 18, 2023 2:24 PM
To: Grant Anderson <ganderso@oge.gov>
Cc: Shelley K. Finlayson <skfinlay@oge.gov>; Diana Veilleux <djveille@oge.gov>; Harris, Stuart (Carper) <(b) (6) >
Subject: RE: Courtesy Meeting Request (Director of U.S. Office of Government Ethics)

Hi Grant –

How does Tuesday, January 9th, at 3:30 pm look on your end?

Thanks,
Lydia

From: Grant Anderson <ganderso@oge.gov>
Sent: Friday, December 8, 2023 4:19 PM
To: Wehrley, Lydia (Carper) <(b) (6) >
Cc: Shelley K. Finlayson <skfinlay@oge.gov>; Diana Veilleux <djveille@oge.gov>; Harris, Stuart (Carper) <(b) (6) >
Subject: RE: Courtesy Meeting Request (Director of U.S. Office of Government Ethics)

Thanks Lydia, appreciate the follow up! Do you have any specific dates/times that would work well?

Best,

Grant

Grant Anderson
Assistant Counsel
Legal, External Affairs and Performance Branch
Program Counsel Division
U.S. Office of Government Ethics
(202) 482-9318
Grant.Anderson@oge.gov

From: Wehrley, Lydia (Carper) <(b) (6) >
Sent: Thursday, December 7, 2023 3:33 PM
To: Grant Anderson <ganderso@oge.gov>
Cc: Shelley K. Finlayson <skfinlay@oge.gov>; Diana Veilleux <djveille@oge.gov>; Harris, Stuart (Carper) <(b) (6) >

Subject: RE: Courtesy Meeting Request (Director of U.S. Office of Government Ethics)

Hi Grant –

Thanks for reaching out with this request. Senator Carper’s schedule for the rest of the year is unfortunately pretty full but I would be happy to schedule something in 2024. Are you scheduling that far out yet?

Thanks,
Lydia

Lydia Wehrley

Director of Scheduling/Executive Assistant
Office of U.S. Senator Tom Carper



From: Grant Anderson <ganderso@oge.gov>

Sent: Tuesday, November 28, 2023 10:07 AM

To: Wehrley, Lydia (Carper) <(b) (6)>

Cc: Shelley K. Finlayson <skfinlay@oge.gov>; Diana Veilleux <djveille@oge.gov>

Subject: Courtesy Meeting Request (Director of U.S. Office of Government Ethics)

Lydia,

Please see attached for a courtesy meeting request for David Huitema, the nominee for Director of the United States Office of Government Ethics.

Attachment at p.18

Best,

Grant

Grant Anderson
Assistant Counsel
Legal, External Affairs and Performance Branch
Program Counsel Division
U.S. Office of Government Ethics
(202) 482-9318
Grant.Anderson@oge.gov

Visit OGE's website: www.oge.gov

Follow OGE on Twitter: [@OfficeGovEthics](https://twitter.com/OfficeGovEthics)

OGE Confidential Notice: This message may contain Controlled Unclassified Information (CUI) that requires safeguarding or dissemination control under applicable law, regulation, or Government-wide policy. This email, including all attachments, may constitute a Federal record or other Government property that is intended only for the use of the individual or entity to which it is addressed. If you are not the intended recipient or the employee or agent responsible for delivering the transmission to the intended recipient, you are hereby notified that any dissemination, distribution, copying or use of this email or its contents is strictly prohibited. If you have received this email in error, please notify the sender by responding to the email and then immediately delete the email.

OGE Confidential Notice: This message may contain Controlled Unclassified Information (CUI) that requires safeguarding or dissemination control under applicable law, regulation, or Government-wide policy. This email, including all attachments, may constitute a Federal record or other Government property that is intended only for the use of the individual or entity to which it is addressed. If you are not the intended recipient or the employee or agent responsible for delivering the transmission to the intended recipient, you are hereby notified that any dissemination, distribution, copying or use of this email or its contents is strictly prohibited. If you have received this email in error, please notify the sender by responding to the email and then immediately delete the email.

OGE Confidential Notice: This message may contain Controlled Unclassified Information (CUI) that requires safeguarding or dissemination control under applicable law, regulation, or Government-wide policy. This email, including all attachments, may constitute a Federal record or other Government property that is intended only for the use of the individual or entity to which it is addressed. If you are not the intended recipient or the employee or agent responsible for delivering the transmission to the intended recipient, you are hereby notified that any dissemination, distribution, copying or use of this email or its contents is strictly prohibited. If you have received this email in error, please notify the sender by responding to the email and then immediately delete the email.

OGE Confidential Notice: This message may contain Controlled Unclassified Information (CUI) that requires safeguarding or dissemination control under applicable law, regulation, or Government-wide policy. This email, including all attachments, may constitute a Federal record or other Government property that is intended only for the use of the individual or entity to which it is addressed. If you are not the intended recipient or the employee or agent responsible for delivering the transmission to the intended recipient, you are hereby notified that any dissemination, distribution, copying or use of this email or its contents is strictly prohibited. If you have received this email in error, please notify the sender by responding to the email and then immediately delete the email.

OGE Confidential Notice: This message may contain Controlled Unclassified Information (CUI) that requires safeguarding or dissemination control under applicable law, regulation, or Government-wide policy. This email, including all attachments, may constitute a Federal record or other Government property that is intended only for the use of the individual or entity to which it is addressed. If you are not the intended recipient or the employee or agent responsible for delivering the transmission to the intended recipient, you are hereby notified that any dissemination, distribution, copying or use of this email or its contents is strictly prohibited. If you have received this email in error, please notify the sender by responding to the email and then immediately delete the email.



November 28, 2023

Courtesy Meeting Request

To: Ms. Lydia Wehrley
Office of Senator Carper

From: Ms. Shelley Finlayson
Acting Director, Office of Government Ethics

On September 5, 2023, the President nominated David Huitema to be the next Director of the United States Office of Government Ethics. Mr. Huitema's nomination is currently pending before the Senate Committee on Homeland Security and Governmental Affairs. I am writing to ask whether Senator Carper would like to meet briefly with Mr. Huitema.

If there is a convenient time, Mr. Huitema would be pleased to have the opportunity to meet with Senator Carper. If you would like to set a meeting time, please contact Grant Anderson at Grant.Anderson@oge.gov or (202) 482-9318.

Thank you for your assistance with this request.

Sincerely,

A handwritten signature in blue ink that reads "Shelley Finlayson". The signature is written in a cursive style.

Shelley Finlayson



From: [Bush, Jed \(Carper\)](#)
To: [Grant Anderson](#)
Cc: [Shelley K. Finlayson](#); [Diana Veilleux](#); [Martire, Belle \(Carper\)](#)
Subject: RE: Senator Carper meeting with David Huitema tomorrow
Date: Monday, January 8, 2024 3:42:42 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)

Perfect – thank you!

From: Grant Anderson <ganderso@oge.gov>
Sent: Monday, January 8, 2024 3:41 PM
To: Bush, Jed (Carper) <(b) (6)>
Cc: Shelley K. Finlayson <skfinlay@oge.gov>; Diana Veilleux <djveille@oge.gov>
Subject: RE: Senator Carper meeting with David Huitema tomorrow

Thanks Jed!

Here is a short biography for David Huitema (pronounced height-a-ma) from the [WH](#):

David Huitema, Nominee for Director of the Office of Government Ethics
David Huitema has served as both the Assistant Legal Adviser for Ethics and Financial Disclosure as well as the Department of State’s Alternate Designated Agency Ethics Official (ADAEO) since 2016. The Alternate DAEO manages the Department of State’s Ethics Program on a day-to-day basis. Previously, Huitema served as an attorney-adviser advising the Bureau of Human Resources, the Bureau of Economic and Business Affairs, the Bureau of Energy Resources, and the Bureau of Western Hemisphere Affairs. Huitema has also provided legal advice on internet and international telecommunications issues, presidential permits for transboundary pipelines, policy towards Cuba, and Foreign Service personnel matters. He joined the Office of the Legal Adviser in 2006 after several years in private practice and a clerkship on the U.S. Court of Appeals for the Eleventh Circuit. Huitema holds his J.D. from Stanford Law School, an M.A. from the University of Texas at Austin, and a B.A. from the University of North Carolina at Chapel Hill.

Please let me know if anything else would be helpful.

Best,

Grant

Grant Anderson
Assistant Counsel
Legal, External Affairs and Performance Branch
Program Counsel Division

U.S. Office of Government Ethics
202-482-9318
Grant.Anderson@oge.gov

Visit OGE's website: www.oge.gov
Follow OGE on X: @OfficeGovEthics

From: Bush, Jed (Carper) (b) (6) >
Sent: Monday, January 8, 2024 12:45 PM
To: Grant Anderson <ganderso@oge.gov>
Cc: Shelley K. Finlayson <skfinlay@oge.gov>; Diana Veilleux <dveille@oge.gov>
Subject: Senator Carper meeting with David Huitema tomorrow

Hi Grant,

I hope you had a restful holiday and your new year is off to a good start. By way of introduction, my name is Jed Bush, and I am a Legislative Assistant handling the Government Affairs portfolio for Senator Carper – I'll be staffing the Senator in his meeting with Mr. Huitema tomorrow.

I know Senator Carper is looking forward to meeting Mr. Huitema tomorrow and discussing his nomination to be Director of OGE. I wanted to reach out to see if you had a pronunciation guide for Mr. Huitema's name, and a biography you could pass along?

Thanks,
Jed



OGE Confidential Notice: This message may contain Controlled Unclassified Information (CUI) that requires safeguarding or dissemination control under applicable law, regulation, or Government-wide policy. This email, including all attachments, may constitute a Federal record or other Government property that is intended only for the use of the individual or entity to which it is addressed. If you are not the intended recipient or the employee or agent responsible for delivering the transmission to the intended recipient, you are hereby notified that any dissemination, distribution, copying or use of this email or its contents is strictly prohibited. If you have received this email in error, please notify the sender by responding to the email and then immediately delete the email.

From: [Toner, Catherine \(Hassan\)](#)
To: [Grant Anderson](#)
Cc: [Shelley K. Finlayson](#); [Diana Veilleux](#)
Subject: RE: Courtesy Meeting Request (Director of U.S. Office of Government Ethics)
Date: Thursday, December 14, 2023 7:52:18 PM

Hi Grant, thanks for checking in and apologies for the delay. Senator Hassan's schedule is packed leading up to the holiday, but I will be in touch should something open up.

Thanks again,
Catherine

From: Grant Anderson <ganderso@oge.gov>
Sent: Wednesday, December 13, 2023 4:32 PM
To: Toner, Catherine (Hassan) <(b) (6)>
Cc: Shelley K. Finlayson <skfinlay@oge.gov>; Diana Veilleux <djveille@oge.gov>
Subject: FW: Courtesy Meeting Request (Director of U.S. Office of Government Ethics)

Catherine,

Wanted to follow up to confirm you received the attached courtesy meeting request. Thanks!

Attachment at p.23

Best,

Grant

From: Grant Anderson
Sent: Tuesday, November 28, 2023 10:09 AM
To: (b) (6) Catherine Toner's email address' <(b) (6) Catherine Toner's email address>
Cc: Shelley K. Finlayson <skfinlay@oge.gov>; Diana Veilleux <djveille@oge.gov>
Subject: Courtesy Meeting Request (Director of U.S. Office of Government Ethics)

Catherine,

Please see attached for a courtesy meeting request for David Huitema, the nominee for Director of the United States Office of Government Ethics.

Attachment is duplicative of that referenced in the email directly above

Best,

Grant

Grant Anderson
Assistant Counsel
Legal, External Affairs and Performance Branch
Program Counsel Division
U.S. Office of Government Ethics
(202) 482-9318
Grant.Anderson@oge.gov

Visit OGE's website: www.oge.gov
Follow OGE on Twitter: @OfficeGovEthics

OGE Confidential Notice: This message may contain Controlled Unclassified Information (CUI) that requires safeguarding or dissemination control under applicable law, regulation, or Government-wide policy. This email, including all attachments, may constitute a Federal record or other Government property that is intended only for the use of the individual or entity to which it is addressed. If you are not the intended recipient or the employee or agent responsible for delivering the transmission to the intended recipient, you are hereby notified that any dissemination, distribution, copying or use of this email or its contents is strictly prohibited. If you have received this email in error, please notify the sender by responding to the email and then immediately delete the email.



November 28, 2023

Courtesy Meeting Request

To: Ms. Catherine Toner
Office of Senator Hassan

From: Ms. Shelley Finlayson
Acting Director, Office of Government Ethics

On September 5, 2023, the President nominated David Huitema to be the next Director of the United States Office of Government Ethics. Mr. Huitema's nomination is currently pending before the Senate Committee on Homeland Security and Governmental Affairs. I am writing to ask whether Senator Hassan would like to meet briefly with Mr. Huitema.

If there is a convenient time, Mr. Huitema would be pleased to have the opportunity to meet with Senator Hassan. If you would like to set a meeting time, please contact Grant Anderson at Grant.Anderson@oge.gov or (202) 482-9318.

Thank you for your assistance with this request.

Sincerely,

A handwritten signature in blue ink that reads "Shelley Finlayson". The signature is written in a cursive, flowing style.

Shelley Finlayson



From: [Brenner, Claudine \(HSGAC\)](#)
To: [Diana Veilleux](#)
Cc: [Shelley K. Finlayson](#); [Grant Anderson](#)
Subject: Re: Check In on Scheduling for OGE Director Nomination
Date: Thursday, December 14, 2023 3:30:41 PM

Hi All—Apologies for my delayed response! I’ve been (b) (6)

I do know that the hearing will *not* be that first week of January session (1/8–1/12), but I don’t have definitive timing info right now.

I’ll try to get you more definitive info on timing asap, hoping to have a handle on it by tomorrow.

Thank you again for your patience,
Claudine
Sent from my iPhone

On Dec 14, 2023, at 12:10 PM, Diana Veilleux <djveille@oge.gov> wrote:

Hello Claudine

We are checking in with you about the status of activities on the nomination for OGE’s Director. We are hoping for your guidance as many of the dates we discussed are rapidly approaching and we want to be able to be as responsive to you as possible when needed. To that end and with the new year nearly here, can you confirm that there will not a staff interview before the end of the year? And if so and in light of not having received the final policy questions, can you confirm whether or not January 10th or 11th is a firm date for the nomination hearing? If you have firm alternate dates for policy questions, staff interview, and the hearing, that would be great. If not, please let us know that there are no firm dates and we will wait to hear from you as information becomes available. Our nominee would like to have the policy questions as soon as possible – preferably this week. Finally, he would like to know whether you can confirm whether his nomination will be held over or whether it will be returned.

Thanks so much for your help!

Diana J. Veilleux

Diana J. Veilleux (she/her/hers)
Chief
Legal, External Affairs and Performance Branch
Program Counsel Division
Office of Government Ethics

(202) 482-9203

Diana.veilleux@oge.gov

Visit OGE's website at: www.oge.gov

Follow OGE on Twitter: @OfficeGovEthics

OGE Confidential Notice: This message may contain Controlled Unclassified Information (CUI) that requires safeguarding or dissemination control under applicable law, regulation, or Government-wide policy. This email, including all attachments, may constitute a Federal record or other Government property that is intended only for the use of the individual or entity to which it is addressed. If you are not the intended recipient or the employee or agent responsible for delivering the transmission to the intended recipient, you are hereby notified that any dissemination, distribution, copying or use of this email or its contents is strictly prohibited. If you have received this email in error, please notify the sender by responding to the email and then immediately delete the email.

From: [Harmon, Helena \(Peters\)](#)
To: [Grant Anderson](#)
Cc: [Shelley K. Finlayson](#); [Diana Veilleux](#); [Crawford, Zach \(Peters\)](#)
Subject: Re: Courtesy Meeting Request (Director of U.S. Office of Government Ethics)
Date: Thursday, December 14, 2023 10:06:15 AM

Thanks Grant and sorry for our delay in getting back to you in my transition. We will circle back with you shortly.

Duplicate/remainder of thread already released above



From: [Pickle, Chloe \(Ron Johnson\)](#)
To: [Grant Anderson](#)
Cc: [Shelley K. Finlayson](#); [Diana Veilleux](#)
Subject: RE: Courtesy Meeting Request (Director of U.S. Office of Government Ethics)
Date: Thursday, December 14, 2023 9:07:23 AM

Hi Grant-

I did receive the request. Senator Johnson does not need to meet with the nom at this time. Happy to connect you with staff if you wish to schedule a meeting with them.

Best,
Chloe

From: Grant Anderson <ganderso@oge.gov>
Sent: Wednesday, December 13, 2023 4:20 PM
To: Pickle, Chloe (Ron Johnson) <(b) (6)>
Cc: Shelley K. Finlayson <skfinlay@oge.gov>; Diana Veilleux <djveille@oge.gov>
Subject: FW: Courtesy Meeting Request (Director of U.S. Office of Government Ethics)

Chloe,

Wanted to follow up to confirm you received the attached courtesy meeting request. Thanks!

Best,

Grant

From: Grant Anderson
Sent: Tuesday, November 28, 2023 10:28 AM
To: 'Pickle, Chloe (Ron Johnson)' <(b) (6)>
Cc: Diana Veilleux <djveille@oge.gov>; Shelley K. Finlayson <skfinlay@oge.gov>
Subject: Courtesy Meeting Request (Director of U.S. Office of Government Ethics)

Chloe,

Please see attached for a courtesy meeting request for David Huitema, the nominee for Director of the United States Office of Government Ethics.

Best,

Grant

Grant Anderson
Assistant Counsel
Legal, External Affairs and Performance Branch
Program Counsel Division
U.S. Office of Government Ethics
(202) 482-9318
Grant.Anderson@oge.gov

Attachment at p.29

Attachment is
duplicative of
that referenced
in the email
directly above

Visit OGE's website: www.oge.gov
Follow OGE on Twitter: @OfficeGovEthics

OGE Confidential Notice: This message may contain Controlled Unclassified Information (CUI) that requires safeguarding or dissemination control under applicable law, regulation, or Government-wide policy. This email, including all attachments, may constitute a Federal record or other Government property that is intended only for the use of the individual or entity to which it is addressed. If you are not the intended recipient or the employee or agent responsible for delivering the transmission to the intended recipient, you are hereby notified that any dissemination, distribution, copying or use of this email or its contents is strictly prohibited. If you have received this email in error, please notify the sender by responding to the email and then immediately delete the email.



November 28, 2023

Courtesy Meeting Request

To: Ms. Chloe Pickle
Office of Senator Johnson

From: Ms. Shelley Finlayson
Acting Director, Office of Government Ethics

On September 5, 2023, the President nominated David Huitema to be the next Director of the United States Office of Government Ethics. Mr. Huitema's nomination is currently pending before the Senate Committee on Homeland Security and Governmental Affairs. I am writing to ask whether Senator Johnson would like to meet briefly with Mr. Huitema.

If there is a convenient time, Mr. Huitema would be pleased to have the opportunity to meet with Senator Johnson. If you would like to set a meeting time, please contact Grant Anderson at Grant.Anderson@oge.gov or (202) 482-9318.

Thank you for your assistance with this request.

Sincerely,

A handwritten signature in blue ink that reads "Shelley Finlayson". The signature is fluid and cursive.

Shelley Finlayson



From: [Manzelli, Sean \(Paul\)](#)
To: [Grant Anderson](#)
Cc: [Shelley K. Finlayson](#); [Diana Veilleux](#)
Subject: Re: Courtesy Meeting Request (Director of U.S. Office of Government Ethics)
Date: Wednesday, December 13, 2023 4:54:57 PM

Good afternoon Grant,

This request has been received and we are processing. I will be in touch with you in the coming days with additional details. Sorry for the delayed reply!

Sean

Sean Manzelli

Deputy Scheduler | Sen. Rand Paul (KY)

(b) (6) email address

From: Grant Anderson <ganderso@oge.gov>
Date: Wednesday, December 13, 2023 at 4:34 PM
To: "Manzelli, Sean (Paul)" <(b) (6)>
Cc: "Shelley K. Finlayson" <skfinlay@oge.gov>, Diana Veilleux <djveille@oge.gov>
Subject: FW: Courtesy Meeting Request (Director of U.S. Office of Government Ethics)

Sean,

Wanted to follow up to confirm you received the attached courtesy meeting request. Thanks!

Attachment at
p.32

Best,

Grant

From: Grant Anderson
Sent: Tuesday, November 28, 2023 11:32 AM
To: (b) (6) Sean Manzelli's email address' <(b) (6) Sean Manzelli's email address>
Cc: Diana Veilleux <djveille@oge.gov>; Shelley K. Finlayson <skfinlay@oge.gov>
Subject: Courtesy Meeting Request (Director of U.S. Office of Government Ethics)

Sean,

Please see attached for a courtesy meeting request for David Huitema, the nominee for Director of the United States Office of Government Ethics.

Attachment is
duplicative of
that referenced
in the email
directly above

Best,

Grant

Grant Anderson
Assistant Counsel
Legal, External Affairs and Performance Branch
Program Counsel Division
U.S. Office of Government Ethics
(202) 482-9318
Grant.Anderson@oge.gov

*Visit OGE's website: www.oge.gov
Follow OGE on Twitter: [@OfficeGovEthics](https://twitter.com/OfficeGovEthics)*

OGE Confidential Notice: This message may contain Controlled Unclassified Information (CUI) that requires safeguarding or dissemination control under applicable law, regulation, or Government-wide policy. This email, including all attachments, may constitute a Federal record or other Government property that is intended only for the use of the individual or entity to which it is addressed. If you are not the intended recipient or the employee or agent responsible for delivering the transmission to the intended recipient, you are hereby notified that any dissemination, distribution, copying or use of this email or its contents is strictly prohibited. If you have received this email in error, please notify the sender by responding to the email and then immediately delete the email.



November 28, 2023

Courtesy Meeting Request

To: Mr. Sean Manzelli
Office of Ranking Member Paul

From: Ms. Shelley Finlayson
Acting Director, Office of Government Ethics

On September 5, 2023, the President nominated David Huitema to be the next Director of the United States Office of Government Ethics. Mr. Huitema's nomination is currently pending before the Senate Committee on Homeland Security and Governmental Affairs. I am writing to ask whether Ranking Member Paul would like to meet briefly with Mr. Huitema.

If there is a convenient time, Mr. Huitema would be pleased to have the opportunity to meet with Ranking Member Paul. If you would like to set a meeting time, please contact Grant Anderson at Grant.Anderson@oge.gov or (202) 482-9318.

Thank you for your assistance with this request.

Sincerely,

A handwritten signature in blue ink that reads "Shelley Finlayson". The signature is fluid and cursive.

Shelley Finlayson



From: [Despain Shelby \(Lankford\)](#)
To: [Grant Anderson](#); [Altman, Michelle \(Lankford\)](#)
Cc: [Diana Veilleux](#); [Shelley K. Finlayson](#)
Subject: RE: Courtesy Meeting Request (Director of U.S. Office of Government Ethics)
Date: Tuesday, January 16, 2024 1:20:21 PM

CAUTION: This email originated from outside OGE. Use caution before clicking on links, opening attachments, or responding. If you believe this email is suspicious, please forward it to spam@oge.gov for additional analysis.

Hi Grant,

Thank you for following up.

The next few weeks are completely booked for Senator Lankford. He appreciates your understanding.

Best,

Shelby Despain

Director of Scheduling

U.S. Senator James Lankford (R-OK)

316 Hart Senate Office Building

Washington, D.C. 20510

From: Grant Anderson <ganderso@oge.gov>
Sent: Friday, January 12, 2024 4:13 PM
To: Altman, Michelle (Lankford) <(b) (6)>; Despain Shelby (Lankford) <(b) (6)>
Cc: Diana Veilleux <djveille@oge.gov>; Shelley K. Finlayson <skfinlay@oge.gov>
Subject: RE: Courtesy Meeting Request (Director of U.S. Office of Government Ethics)

Michelle & Shelby,

Happy new year!

Wanted to quick follow-up on our courtesy meeting request for Senator Lankford, since our nominee had a meeting earlier this week with Chairman Peters.

Best,

Grant

Grant Anderson
Assistant Counsel
Legal, External Affairs and Performance Branch
Program Counsel Division

U.S. Office of Government Ethics
(202) 482-9318
Grant.Anderson@oge.gov

Visit OGE's website: www.oge.gov
Follow OGE on X: [@OfficeGovEthics](https://twitter.com/OfficeGovEthics)

From: Altman, Michelle (Lankford) <(b) (6)>
Sent: Tuesday, November 28, 2023 5:34 PM
To: Grant Anderson <ganderso@oge.gov>
Cc: Diana Veilleux <dveille@oge.gov>; Shelley K. Finlayson <skfinlay@oge.gov>; Despain Shelby (Lankford) <(b) (6)>
Subject: RE: Courtesy Meeting Request (Director of U.S. Office of Government Ethics)

Hi Grant – looping in Sen. Lankford’s scheduling team here. Thanks!

From: Grant Anderson <ganderso@oge.gov>
Sent: Tuesday, November 28, 2023 10:31 AM
To: Altman, Michelle (Lankford) <(b) (6)>
Cc: Diana Veilleux <dveille@oge.gov>; Shelley K. Finlayson <skfinlay@oge.gov>
Subject: Courtesy Meeting Request (Director of U.S. Office of Government Ethics)

Michelle,

Please see attached for a courtesy meeting request for David Huitema, the nominee for Director of the United States Office of Government Ethics.

Attachment at p.36

Best,

Grant

Grant Anderson
Assistant Counsel
Legal, External Affairs and Performance Branch
Program Counsel Division
U.S. Office of Government Ethics
(202) 482-9318
Grant.Anderson@oge.gov

Visit OGE's website: www.oge.gov
Follow OGE on Twitter: [@OfficeGovEthics](https://twitter.com/OfficeGovEthics)

OGE Confidential Notice: This message may contain Controlled Unclassified Information (CUI) that requires safeguarding or dissemination control under applicable law, regulation, or Government-wide policy. This email, including all attachments, may constitute a Federal record or other Government property that is intended only for the use of the individual or entity to which it is addressed. If you are not the intended recipient or the employee or agent

responsible for delivering the transmission to the intended recipient, you are hereby notified that any dissemination, distribution, copying or use of this email or its contents is strictly prohibited. If you have received this email in error, please notify the sender by responding to the email and then immediately delete the email.

OGE Confidential Notice: This message may contain Controlled Unclassified Information (CUI) that requires safeguarding or dissemination control under applicable law, regulation, or Government-wide policy. This email, including all attachments, may constitute a Federal record or other Government property that is intended only for the use of the individual or entity to which it is addressed. If you are not the intended recipient or the employee or agent responsible for delivering the transmission to the intended recipient, you are hereby notified that any dissemination, distribution, copying or use of this email or its contents is strictly prohibited. If you have received this email in error, please notify the sender by responding to the email and then immediately delete the email.



November 28, 2023

Courtesy Meeting Request

To: Ms. Michelle Altman
Office of Subcommittee Ranking Member Lankford

From: Ms. Shelley Finlayson
Acting Director, Office of Government Ethics

On September 5, 2023, the President nominated David Huitema to be the next Director of the United States Office of Government Ethics. Mr. Huitema's nomination is currently pending before the Senate Committee on Homeland Security and Governmental Affairs. I am writing to ask whether Subcommittee Ranking Member Lankford would like to meet briefly with Mr. Huitema.

If there is a convenient time, Mr. Huitema would be pleased to have the opportunity to meet with Subcommittee Ranking Member Lankford. If you would like to set a meeting time, please contact Grant Anderson at Grant.Anderson@oge.gov or (202) 482-9318.

Thank you for your assistance with this request.

Sincerely,

A handwritten signature in blue ink that reads "Shelley Finlayson".

Shelley Finlayson



From: [James, Ellen \(Hawley\)](#)
To: [Grant Anderson](#)
Cc: [Diana Veilleux](#); [Shelley K. Finlayson](#)
Subject: Re: Courtesy Meeting Request (Director of U.S. Office of Government Ethics)
Date: Tuesday, January 16, 2024 9:46:54 AM

CAUTION: This email originated from outside OGE. Use caution before clicking on links, opening attachments, or responding. If you believe this email is suspicious, please forward it to spam@oge.gov for additional analysis.

Grant,

We are still working to fit this in, but the schedule has been tight. I'll let you know if we are able to schedule something.

Best,

Ellen

From: Grant Anderson <ganderso@oge.gov>
Date: Friday, January 12, 2024 at 4:17 PM
To: "James, Ellen" <(b) (6)>
Cc: Diana Veilleux <djveille@oge.gov>, "Shelley K. Finlayson" <skfinlay@oge.gov>
Subject: RE: Courtesy Meeting Request (Director of U.S. Office of Government Ethics)

Ellen,

Happy new year!

Wanted to quick follow-up on our courtesy meeting request for Senator Hawley, since our nominee had a meeting earlier this week with Chairman Peters.

Best,

Grant

Grant Anderson
Assistant Counsel
Legal, External Affairs and Performance Branch
Program Counsel Division
U.S. Office of Government Ethics
(202) 482-9318
Grant.Anderson@oge.gov

Visit OGE's website: www.oge.gov
Follow OGE on X: [@OfficeGovEthics](https://twitter.com/OfficeGovEthics)

From: Grant Anderson

Sent: Tuesday, November 28, 2023 11:55 AM
To: 'James, Ellen (Hawley)' <(b) (6)>
Cc: Diana Veilleux <djveille@oge.gov>; Shelley K. Finlayson <skfinlay@oge.gov>
Subject: RE: Courtesy Meeting Request (Director of U.S. Office of Government Ethics)

Sounds good, thanks Ellen!

From: James, Ellen (Hawley) <(b) (6)>
Sent: Tuesday, November 28, 2023 11:06 AM
To: Grant Anderson <ganderso@oge.gov>
Cc: Diana Veilleux <djveille@oge.gov>; Shelley K. Finlayson <skfinlay@oge.gov>
Subject: Re: Courtesy Meeting Request (Director of U.S. Office of Government Ethics)

Grant,

Thanks for reaching out. I'll take a look at the calendar and get back to you if we are able to work something out.

Best,

Ellen James | DIRECTOR OF SCHEDULING

U.S. Senator for Missouri, Josh Hawley

Office: (202) 224-6154

Email: (b) (6)

From: Grant Anderson <ganderso@oge.gov>
Date: Tuesday, November 28, 2023 at 10:38 AM
To: "James, Ellen (Hawley)" <(b) (6)>
Cc: Diana Veilleux <djveille@oge.gov>, "Shelley K. Finlayson" <skfinlay@oge.gov>
Subject: Courtesy Meeting Request (Director of U.S. Office of Government Ethics)

Ellen,

Please see attached for a courtesy meeting request for David Huitema, the nominee for Director of the United States Office of Government Ethics.

Attachment at p.40

Best,

Grant

Grant Anderson
Assistant Counsel
Legal, External Affairs and Performance Branch
Program Counsel Division

U.S. Office of Government Ethics
(202) 482-9318
Grant.Anderson@oge.gov

*Visit OGE's website: www.oge.gov
Follow OGE on Twitter: [@OfficeGovEthics](https://twitter.com/OfficeGovEthics)*

OGE Confidential Notice: This message may contain Controlled Unclassified Information (CUI) that requires safeguarding or dissemination control under applicable law, regulation, or Government-wide policy. This email, including all attachments, may constitute a Federal record or other Government property that is intended only for the use of the individual or entity to which it is addressed. If you are not the intended recipient or the employee or agent responsible for delivering the transmission to the intended recipient, you are hereby notified that any dissemination, distribution, copying or use of this email or its contents is strictly prohibited. If you have received this email in error, please notify the sender by responding to the email and then immediately delete the email.

OGE Confidential Notice: This message may contain Controlled Unclassified Information (CUI) that requires safeguarding or dissemination control under applicable law, regulation, or Government-wide policy. This email, including all attachments, may constitute a Federal record or other Government property that is intended only for the use of the individual or entity to which it is addressed. If you are not the intended recipient or the employee or agent responsible for delivering the transmission to the intended recipient, you are hereby notified that any dissemination, distribution, copying or use of this email or its contents is strictly prohibited. If you have received this email in error, please notify the sender by responding to the email and then immediately delete the email.



November 28, 2023

Courtesy Meeting Request

To: Ms. Ellen James
Office of Senator Hawley

From: Ms. Shelley Finlayson
Acting Director, Office of Government Ethics

On September 5, 2023, the President nominated David Huitema to be the next Director of the United States Office of Government Ethics. Mr. Huitema's nomination is currently pending before the Senate Committee on Homeland Security and Governmental Affairs. I am writing to ask whether Senator Hawley would like to meet briefly with Mr. Huitema.

If there is a convenient time, Mr. Huitema would be pleased to have the opportunity to meet with Senator Hawley. If you would like to set a meeting time, please contact Grant Anderson at Grant.Anderson@oge.gov or (202) 482-9318.

Thank you for your assistance with this request.

Sincerely,

A handwritten signature in blue ink that reads "Shelley Finlayson". The signature is fluid and cursive, written in a professional style.

Shelley Finlayson



From: [Ehlich, Caroline \(Ossoff\)](#)
To: [Grant Anderson](#)
Cc: [Diana Veilleux](#); [Shelley K. Finlayson](#)
Subject: Re: Courtesy Meeting Request (Director of U.S. Office of Government Ethics)
Date: Tuesday, January 16, 2024 3:35:39 PM
Attachments: [image002.png](#)
[image004.png](#)

CAUTION: This email originated from outside OGE. Use caution before clicking on links, opening attachments, or responding. If you believe this email is suspicious, please forward it to spam@oge.gov for additional analysis.

Thanks for checking in Grant! While the Senator is not available for a meeting, I am copying our colleague, Josh Altman to confirm if he is available to meet on the Senator's behalf.

Thank you!

Best,
Caroline

Caroline Ehlich | Scheduling Director
Office of Senator Jon Ossoff (D-GA)
303 Hart Senate Office Building
(o): 202-224-3521 | (b) (6)



From: Grant Anderson <ganderso@oge.gov>
Date: Friday, January 12, 2024 at 4:06 PM
To: Caroline Ehlich <(b) (6)>
Cc: Diana Veilleux <djveille@oge.gov>, "Shelley K. Finlayson" <skfinlay@oge.gov>
Subject: RE: Courtesy Meeting Request (Director of U.S. Office of Government Ethics)

Caroline,

Happy new year!

Wanted to quick follow-up on our courtesy meeting request for Senator Ossoff, since our nominee had a meeting earlier this week with Chairman Peters.

Best,

Grant

Grant Anderson

Assistant Counsel
Legal, External Affairs and Performance Branch
Program Counsel Division
U.S. Office of Government Ethics
(202) 482-9318
Grant.Anderson@oge.gov

Visit OGE's website: www.oge.gov
Follow OGE on X: [@OfficeGovEthics](https://twitter.com/OfficeGovEthics)

From: Grant Anderson
Sent: Wednesday, November 29, 2023 3:14 PM
To: 'Ehlich, Caroline (Ossoff)' <(b) (6)>
Cc: Diana Veilleux <dveille@oge.gov>; Shelley K. Finlayson <skfinlay@oge.gov>
Subject: RE: Courtesy Meeting Request (Director of U.S. Office of Government Ethics)

Thanks Caroline!

The hearing hasn't been officially scheduled yet, but if it is in early January, wanted to make sure you had the courtesy meeting request before the holidays.

Best,

Grant

Grant Anderson
Assistant Counsel
Legal, External Affairs and Performance Branch
Program Counsel Division
U.S. Office of Government Ethics
202-482-9318 (work)
(b) (6) (cell)
Grant.Anderson@oge.gov

From: Ehlich, Caroline (Ossoff) <(b) (6)>
Sent: Wednesday, November 29, 2023 10:33 AM
To: Grant Anderson <ganderso@oge.gov>
Cc: Diana Veilleux <dveille@oge.gov>; Shelley K. Finlayson <skfinlay@oge.gov>
Subject: Re: Courtesy Meeting Request (Director of U.S. Office of Government Ethics)

Thank you Grant! We will take a look and be in touch. Do you know when her hearing is schedule for or anticipated floor vote is?

Best,
Caroline

Caroline Ehlich | Scheduling Director
Office of Senator Jon Ossoff (D-GA)
303 Hart Senate Office Building
(o): 202-224-3521 | (b) (6)



From: Grant Anderson <ganderso@oge.gov>
Date: Tuesday, November 28, 2023 at 10:16 AM
To: Caroline Ehlich <(b) (6)>
Cc: Diana Veilleux <djveille@oge.gov>, "Shelley K. Finlayson" <skfinlay@oge.gov>
Subject: Courtesy Meeting Request (Director of U.S. Office of Government Ethics)

Caroline,

Please see attached for a courtesy meeting request for David Huitema, the nominee for Director of the United States Office of Government Ethics.

Attachment at p.45

Best,

Grant

Grant Anderson
Assistant Counsel
Legal, External Affairs and Performance Branch
Program Counsel Division
U.S. Office of Government Ethics
(202) 482-9318
Grant.Anderson@oge.gov

Visit OGE's website: www.oge.gov
Follow OGE on Twitter: [@OfficeGovEthics](https://twitter.com/OfficeGovEthics)

OGE Confidential Notice: This message may contain Controlled Unclassified Information (CUI) that requires safeguarding or dissemination control under applicable law, regulation, or Government-wide policy. This email, including all attachments, may constitute a Federal record or other Government property that is intended only for the use of the individual or entity to which it is addressed. If you are not the intended recipient or the employee or agent responsible for delivering the transmission to the intended recipient, you are hereby notified that any dissemination, distribution, copying or use of this email or its contents is strictly prohibited. If you have received this email in error, please notify the sender by responding to the email and then immediately delete the email.

OGE Confidential Notice: This message may contain Controlled Unclassified Information (CUI) that requires safeguarding or dissemination control under applicable law, regulation, or Government-wide policy. This email, including all attachments, may constitute a Federal record or other Government property that is intended only for the use of the individual or entity to which it is addressed. If you are not the intended recipient or the employee or agent responsible for delivering the transmission to the intended recipient, you are hereby notified that any dissemination, distribution, copying or use of this email or its contents is strictly prohibited. If you have received this email in error, please notify the sender by responding to the email and then immediately delete the email.



November 28, 2023

Courtesy Meeting Request

To: Ms. Caroline Ehlich
Office of Senator Ossoff

From: Ms. Shelley Finlayson
Acting Director, Office of Government Ethics

On September 5, 2023, the President nominated David Huitema to be the next Director of the United States Office of Government Ethics. Mr. Huitema's nomination is currently pending before the Senate Committee on Homeland Security and Governmental Affairs. I am writing to ask whether Senator Ossoff would like to meet briefly with Mr. Huitema.

If there is a convenient time, Mr. Huitema would be pleased to have the opportunity to meet with Senator Ossoff. If you would like to set a meeting time, please contact Grant Anderson at Grant.Anderson@oge.gov or (202) 482-9318.

Thank you for your assistance with this request.

Sincerely,

A handwritten signature in blue ink that reads "Shelley Finlayson". The signature is fluid and cursive.

Shelley Finlayson



From: [Dunn, Maddie \(Appropriations\)](#)
To: [Diana Veilleux](#)
Cc: [Shelley K. Finlayson](#); [Gilbert Carlson](#); [Grant Anderson](#)
Subject: RE: OGE - FY24 COLA
Date: Tuesday, January 9, 2024 1:34:16 PM
Attachments: [image001.png](#)

Thank you! This is helpful.

From: Diana Veilleux <djveille@oge.gov>
Sent: Tuesday, January 9, 2024 1:33 PM
To: Dunn, Maddie (Appropriations) <(b) (6)>
Cc: Shelley K. Finlayson <skfinlay@oge.gov>; Gilbert Carlson <gcarlson@oge.gov>; Grant Anderson <ganderso@oge.gov>
Subject: RE: OGE - FY24 COLA

Hello Maddie

We appreciate your patience as we prepared the requested COLA information for you. Based on OGE's last Payroll Projection, which included an average increase of 5.2%, the projected COLA, including benefits, is \$543,418 for January 14, 2024 through September 30, 2024. OGE's increased payroll costs in the first quarter of FY24 (October – January 13) from the previous COLA was \$187,487, including benefits. Together they represent the total FY24 costs associated with the COLAs. The full breakouts for both periods of FY24 are in the table below.

If this is not the information you need or if you have other questions, please let me know.

	A	B
1	FY24 COLA (average 5.2%)	
2		
3	Compensation (Jan 14-Sept 30):	402,531.73
4	Benefits (35%):	140,886.11
5	Total COLA:	\$ 543,417.84
6		
7		
8	FY23 COLA (average 4.6%)	
9	Compensation (Oct 1-Jan 13):	138,879.08
10	Benefits (35%):	48,607.68
11	Total COLA:	\$ 187,486.76
12		

Best regards,

Diana

Diana J. Veilleux (she/her/hers)
Chief

Legal, External Affairs and Performance Branch
Program Counsel Division
Office of Government Ethics
(202) 482-9203
Diana.veilleux@oge.gov

Visit OGE's website at: www.oge.gov
Follow OGE on Twitter: @OfficeGovEthics

From: Dunn, Maddie (Appropriations) <(b) (6)>
Sent: Tuesday, January 9, 2024 11:03 AM
To: Diana Veilleux <djveille@oge.gov>
Cc: Shelley K. Finlayson <skfinlay@oge.gov>; Gilbert Carlson <gcarlson@oge.gov>; Grant Anderson <ganderso@oge.gov>
Subject: RE: OGE - FY24 COLA

Ok, thanks.

From: Diana Veilleux <djveille@oge.gov>
Sent: Monday, January 8, 2024 5:16 PM
To: Dunn, Maddie (Appropriations) <(b) (6)>
Cc: Shelley K. Finlayson <skfinlay@oge.gov>; Gilbert Carlson <gcarlson@oge.gov>; Grant Anderson <ganderso@oge.gov>
Subject: RE: OGE - FY24 COLA

Hello Maddie

We are still working on this. Unfortunately, (b) (6) is out so it is taking us awhile to collect the information you need. Hope to get it to you tomorrow.

Thanks for your patience.

Best,

Diana

From: Dunn, Maddie (Appropriations) <(b) (6)>
Sent: Friday, January 5, 2024 4:44 PM
To: Diana Veilleux <djveille@oge.gov>
Cc: Shelley K. Finlayson <skfinlay@oge.gov>; Gilbert Carlson <gcarlson@oge.gov>; Grant Anderson <ganderso@oge.gov>
Subject: Re: OGE - FY24 COLA

Understood, thanks

On Jan 5, 2024, at 3:41 PM, Diana Veilleux <djveille@oge.gov> wrote:

Hello Maddie

We are working on it but probably won't be able to get you the information until Monday due to people being out of the office.

Thanks for your patience!

Best,

Diana

Diana J. Veilleux (she/her/hers)
Chief
Legal, External Affairs and Performance Branch
Program Counsel Division
Office of Government Ethics
(202) 482-9203
Diana.veilleux@oge.gov

Visit OGE's website at: www.oge.gov
Follow OGE on Twitter: @OfficeGovEthics

From: Dunn, Maddie (Appropriations) <(b) (6)>
Sent: Friday, January 5, 2024 3:39 PM
To: Diana Veilleux <djveille@oge.gov>; Grant Anderson <ganderso@oge.gov>; Shelley K. Finlayson <skfinlay@oge.gov>
Subject: RE: OGE - FY24 COLA

Adding correct Diana, apologies. If possible, an answer by COB would be appreciated.

From: Dunn, Maddie (Appropriations)
Sent: Friday, January 5, 2024 11:52 AM
To: Hamilton, Diana (Appropriations) <(b) (6)>; Grant Anderson <ganderso@oge.gov>; Shelley K. Finlayson <skfinlay@oge.gov>
Subject: OGE - FY24 COLA

Can you tell me the cost of the FY24 COLA is for OGE?

OGE Confidential Notice: This message may contain Controlled Unclassified Information (CUI) that requires safeguarding or dissemination control under applicable law, regulation, or Government-wide policy. This email, including all attachments, may constitute a Federal record or other Government property that is intended only for the use of the individual or entity to which it is addressed. If you are not the intended recipient or the employee or agent responsible for delivering the transmission to the intended recipient, you are hereby notified that any dissemination, distribution, copying or use of this email or its contents is strictly prohibited. If you have received this email in error, please notify the sender by responding to the email and then immediately delete the email.

OGE Confidential Notice: This message may contain Controlled Unclassified Information (CUI) that requires safeguarding or dissemination control under applicable law, regulation, or Government-wide policy. This email, including all attachments, may constitute a Federal record or other Government property that is intended only for the use of the individual or entity to which it is addressed. If you are not the intended recipient or the employee or agent responsible for delivering the transmission to the intended recipient, you are hereby notified that any dissemination, distribution, copying or use of this email or its contents is strictly prohibited. If you have received this email in error, please notify the sender by responding to the email and then immediately delete the email.

OGE Confidential Notice: This message may contain Controlled Unclassified Information (CUI) that requires safeguarding or dissemination control under applicable law, regulation, or Government-wide policy. This email, including all attachments, may constitute a Federal record or other Government property that is intended only for the use of the individual or entity to which it is addressed. If you are not the intended recipient or the employee or agent responsible for delivering the transmission to the intended recipient, you are hereby notified that any dissemination, distribution, copying or use of this email or its contents is strictly prohibited. If you have received this email in error, please notify the sender by responding to the email and then immediately delete the email.
