

RELEASE IN
PART B6

From: Mills, Cheryl D <MillsCD@state.gov>
Sent: Sunday, May 03, 2009 2:25 PM
To: H
Subject: FW: Final Position Description - Special Rep for Global Public/Private Partnerships
Attachments: 2009-05-03 SpecialRepforGlobalPartnerships.doc

FYI

From: Mills, Cheryl D
Sent: Sunday, May 03, 2009 2:22 PM
To: Kennedy, Patrick F; Samuelson, Heather F
Cc: [redacted] Peña, Laura
Subject: Final Position Description - Special Rep for Global Public/Private Partnerships

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Pat

Attached and below at bottom is the final position description. Let's discuss the items [redacted] raises below tomorrow when we meet.

Heather

Per our conversation last week, we should begin on-boarding [redacted] once she can come on board.

Thanks.

cdm

From: [redacted]
Sent: Sunday, May 03, 2009 1:20 PM
To: Mills, Cheryl D
Subject: Re: Support for Italian Restoration of Cultural Monuments

Will do -- looking forward to it. BTW, have you officially signed off on my job description, per our discussion? I assume so, but that also means paperwork, a staff assistant, and VERY IMPORTANT, an office for me and my team, which now counts 6 permanent staff. We really need an office on the 7th floor, with representational space, as I will be bringing in CEO's, Foundation presidents, and other prominent individuals on a range of issues, and they'll need to know that, the Secretary takes these public/private initiatives seriously.

There is some good space on the 7th floor (suite 7427 has been vacated by the CFO and would be perfect), and there might also be extra space in the newly renovated old wing, where Judith McHale and R will be moving. In any event, I plan to hit the ground running on June 1, so I'll need a secretary and office asap, as I'm in effect coming into State every day anyway, but Pat won't make a move without your authorization.

Many thanks!

[redacted]

Final Position Description