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**Subject:** RE: EPA-HQ-2014-004938

RE: EPA-HQ-2014-004938

**From:** "Hyland, Dana" <[Hyland.Dana@epa.gov](mailto:Hyland.Dana@epa.gov)> (Add as Preferred Sender)  
**Date:** Tue, May 13, 2014 11:46 am  
**To:** "lkogan@itssd.org" <[lkogan@itssd.org](mailto:lkogan@itssd.org)>

Mr. Kogan,

It's not necessary for us to meet in person, and in fact it's a little difficult because our colleague from EPA's legal office is in a different building than myself and another colleague who will be joining us. **We also probably only need to have a short conversation to clarify your request.** For all of these reasons, it makes the most sense for us to do a brief phone call.

Thus, how about this approach: since I am coordinating the schedules of 3 people on my end, how about if you give me dates and times that you are available between now and the end of the month? I will then work with everyone on my end and let you know which date and time work for us.

Sincerely,  
Dana Hyland

**From:** lkogan@itssd.org [mailto:lkogan@itssd.org]  
**Sent:** Tuesday, May 13, 2014 7:56 AM  
**To:** Hyland, Dana  
**Subject:** RE: EPA-HQ-2014-004938

Dear Ms. Hyland,

Thank you for your prompt response to my note.

Unfortunately, Thursday morning I will be in Manhattan attending a meeting, and thus, will be unavailable.

I will be returning to Washington the following week, during Weds.-Thurs., May 21-22.

Perhaps you and your colleagues can meet with me after 3pm on Weds., 5/21 or during the morning of Thurs., 5/22 after 10:30?

I look forward to coordinating our schedules so that we may promptly move the FOIA process forward.

Sincerely,

Lawrence Kogan

CEO/President  
Institute for Trade, Standards and Sustainable Development (ITSSD)  
P.O. Box 223  
Princeton Junction, NJ USA 08550  
(609)658-7417  
[www.itssd.org](http://www.itssd.org)

----- Original Message -----  
Subject: RE: EPA-HQ-2014-004938  
From: "Hyland, Dana" <[Hyland.Dana@epa.gov](mailto:Hyland.Dana@epa.gov)>  
Date: Mon, May 12, 2014 10:00 am  
To: "[lkogan@itssd.org](mailto:lkogan@itssd.org)" <[lkogan@itssd.org](mailto:lkogan@itssd.org)>

Mr. Kogan,

My colleagues and I are not able to meet on Wednesday afternoon, in fact this week is quite busy. Are you available on Thursday morning at 10 am for a brief phone call? If so, please let us know the best number to reach you at and we'll give you a call at 10.

Sincerely,  
Dana Hyland

**From:** [lkogan@itssd.org](mailto:lkogan@itssd.org) [<mailto:lkogan@itssd.org>]  
**Sent:** Monday, May 12, 2014 9:08 AM  
**To:** Hyland, Dana  
**Subject:** RE: EPA-HQ-2014-004938

Good morning, Ms. Hyland.

Please find attached a corrected copy of the letter correspondence that ITSSD dispatched to you last Friday morning, May 9, 2014, in response to your email correspondence dated May 8, 2014.

I look forward to meeting with you and your colleagues on Wednesday, May 14, 2014, to move this FOIA process forward.

Sincerely,

Lawrence Kogan

CEO/President  
Institute for Trade, Standards and Sustainable Development (ITSSD)  
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