

**From:** [Lisa Mendelson](#)  
**To:** [Madello, Jennifer](#)  
**Cc:** [Patricia Trap](#); [Robin Nixon](#); [Karen Cucurullo](#)  
**Subject:** Re: READ ME: Contingency Planning  
**Date:** Monday, December 17, 2018 6:38:31 PM

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Thanks, definitely a lot of moving pieces. Look forward to connecting tomorrow.

—+—

*Lisa Mendelson - Acting Regional Director  
National Park Service - National Capital  
202-619-7020 office - 202-297-1338 cell  
Sent by ipad*

On Dec 17, 2018, at 5:56 PM, Madello, Jennifer <[jennifer\\_madello@nps.gov](mailto:jennifer_madello@nps.gov)> wrote:

Hi Lisa,

I spoke to Patty and she ask that I share this with you. We will tidy up our operational plan with the management team here. We need to look more closely at Old Post Office tower operations in particular.

Let us know if you have any questions.

-Jen

**Jennifer Madello**  
Chief of Administration  
National Mall and Memorial Parks  
National Park Service  
202-245-4682 (office)  
202-309-2379 (cell)  
[jennifer\\_madello@nps.gov](mailto:jennifer_madello@nps.gov)

"The probability that we may fail in the struggle ought not to deter us from the support of a cause we believe to be just" -Abraham Lincoln



----- Forwarded message -----

From: **Madello, Jennifer** <[jennifer\\_madello@nps.gov](mailto:jennifer_madello@nps.gov)>  
Date: Mon, Dec 17, 2018 at 11:25 AM  
Subject: READ ME: Contingency Planning  
To: NPS NCR NAMA SMT <[ncr\\_nama\\_smt@nps.gov](mailto:ncr_nama_smt@nps.gov)>

Here's the plan from last year.

Some of the things we should think about as we get closer-

Review plan in detail with SMT/Comms Office.

**Conversations with partners/concessionaires-**

DC (for trash pick up, Regional level discussion)  
BIDs (trash/litter pick-up)  
Concessionaires (remain open, provide port-a-johns)  
Eastern (remain open)  
Ford's (shows continue; no NPS tours/services)  
National Women's Party (closing BEPA)  
Trust (FYI, any assistance they can provide)  
Utility Costs

Talk to USPP about plan.

Review list of permits and make decisions on which would be pulled, which would continue.

Engage MABO on contracts which should continue.

Communication to employees (save details until last possible minute). Shutdown process will be prescribed by WASO.

**Jennifer Madello**  
Chief of Administration  
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----- Forwarded message -----

From: **Madello, Jennifer** <[jennifer\\_madello@nps.gov](mailto:jennifer_madello@nps.gov)>

Date: Thu, Nov 29, 2018 at 2:26 PM

Subject: Contingency Planning

To: <[ncr\\_nama\\_smt@nps.gov](mailto:ncr_nama_smt@nps.gov)>

Hi team,

I have created a Google drive folder for planning for a potential lapse in appropriations ie Government shutdown.

[https://drive.google.com/drive/folders/1je-Q\\_S8rcSqMcWhDkY0CEoeHoYEQgODq?ogsrc=32](https://drive.google.com/drive/folders/1je-Q_S8rcSqMcWhDkY0CEoeHoYEQgODq?ogsrc=32)

For now, I have added the RD approved contingency plan from last go. Please review over the next few days and think about the implications of the plan and anything else that would need to be considered, outside of the actual process for shutting down which we will receive guidance on from above if necessary.

I also included the final list of excepted employees during the January shutdown. For those of you who have positions on the excepted list, please make any adjustments to the Dec 2018 sheet by NOON tomorrow, Friday, November 30th. I will need to report back to region on any CBA covered employees who may potentially be excepted.

More to come.

-Jen

**Jennifer Madello**  
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