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**From:** Dave Green - NOAA Federal <dave.green@noaa.gov>  
**Sent:** Thursday, June 22, 2017 3:58 PM  
**To:** Garwin Yip - NOAA Federal  
**Subject:** Re: Looking for a conference room

Garwin,

Only the Huntington room was open that day. I reserved it just in case that works. Let me know if i need to have GSA release the availability.

On Thu, Jun 22, 2017 at 3:01 PM, Garwin Yip - NOAA Federal <[garwin.yip@noaa.gov](mailto:garwin.yip@noaa.gov)> wrote:  
Dave,

Can you see if the Stanford Room is available in the afternoon (say, 12-5 p.m.) of September 21? Thanks.

Sent from my iPad

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"A good safety culture is built over time. It is never given".