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**From:** Martella, Roger [rmartella@sidley.com]  
**Sent:** 1/25/2017 9:55:25 PM  
**To:** Higginbotham, Karen [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=01f460fe18ce4ae5b7057bf17072c469-KHIGGINB]  
**CC:** Munoz, Charles [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=ae303b61fc23433e89c844d7842c9626-Munoz, Char]  
**Subject:** RE: political appointment

Karen—Thank you so much for getting back to me, I appreciate it a lot. I checked earlier today and my name did come up with a phone number and email (I never realized there were two Martellas at EPA!), but it looks like as you point out it has been fixed. I know you are juggling a lot, and thank you again for all your help and assistance. Best wishes --  
Roger

**ROGER MARTELLA**

Sidley Austin LLP  
+1 ( ) Ex. 6  
rmartella@sidley.com

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**From:** Higginbotham, Karen [mailto:Higginbotham.Karen@epa.gov]  
**Sent:** Wednesday, January 25, 2017 4:52 PM  
**To:** Martella, Roger  
**Cc:** Munoz, Charles  
**Subject:** RE: political appointment

Roger,

I personally checked the on-line directory and your name does not come up. There is another employee with the same last name, but definitely a different first name. It is possible that someone glanced at the email site and did not read it carefully; or they have failed to realize that once an email is sent to you from their computer, the device saves the email address for the system to retain.

I will however, send a note to the White House liaison to ensure you are not listed for any future employment not on any current correspondence.

Karen D. Higginbotham  
Director  
Executive Resources Division/OHR  
202-564-7287



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**From:** Martella, Roger [mailto:rmartella@sidley.com]  
**Sent:** Tuesday, January 24, 2017 8:41 PM  
**To:** Higginbotham, Karen <Higginbotham.Karen@epa.gov>  
**Cc:** Vizian, Donna <Vizian.Donna@epa.gov>  
**Subject:** RE: political appointment

Karen, I hope you are well. I'm sorry to trouble you but someone pointed out to me that my name is apparently appearing on the EPA online staff directory. As we discussed I think there must have been a mistake or miscommunication from the transition to EPA as I had not been consulted about any position and do not plan to join the transition. Would it be possible to correct the online directory or is there someone that you recommend I contact to do so? I think it is causing some confusion about whether I am working at EPA. Again, I apologize for the interruption and appreciate your help. Thank you --  
Roger

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**From:** Higginbotham, Karen <[Higginbotham.Karen@epa.gov](mailto:Higginbotham.Karen@epa.gov)>  
**Date:** Thursday, Jan 12, 2017, 3:28 PM  
**To:** Martella, Roger <[rmartella@sidley.com](mailto:rmartella@sidley.com)>  
**Cc:** Vizian, Donna <[Vizian.Donna@epa.gov](mailto:Vizian.Donna@epa.gov)>  
**Subject:** political appointment

Good afternoon Roger,

This email is to confirm that I am the director for executive resources with the US Environmental Protection Agency in the Office of Human Resources. Your name and contact information have been provided to this office in order to initiate the hiring process for you as part of the Beachhead Teams in the new administration. There are a few things this office will need in order to begin the personnel process to bring you on-board as a temporary Schedule C political appointee for the EPA.

Please provide via email (or fax) your most current resume, your salary history, and your most recent pay documentation that verifies your current or most recent salary. I also need your full name, date of birth, the city and state where you were born; your social security number and a viable number where you may be reached during business hours.

If you are more comfortable faxing this information to me, the fax number is 202-564-9612.

If you have any questions, you may reach me at the number listed below.

Karen D. Higginbotham  
Director  
Executive Resources Division/OHR  
202-564-7287



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