

**Date:** 4/23/2019 10:04:37 AM  
**From:** "Obasa, Babajide" babajide.obasa@fema.dhs.gov  
**To:** "Silva, Patricia" patricia.silva@fema.dhs.gov, "Meindl, Max" max.meindl@fema.dhs.gov  
**Cc:** "Gause, Jacqueline" jacqueline.gause@fema.dhs.gov  
**Subject:** RE: FMLA

Hello and Happy Tuesday!

Yes Patricia...Jackie will follow up with Mr. Meindl as to the appropriate next steps.

Thank you so much ☐

J-

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**From:** Silva, Patricia  
**Sent:** Tuesday, April 23, 2019 6:36 AM  
**To:** Meindl, Max <max.meindl@fema.dhs.gov>  
**Cc:** Obasa, Babajide <babajide.obasa@fema.dhs.gov>; Gause, Jacqueline <jacqueline.gause@fema.dhs.gov>  
**Subject:** RE: FMLA

Good morning Mr. Meindl,

I have reviewed your paperwork and all seems in order. I have copied Jide Obasa and Jacqueline Gause in this email as they are now the leads for FMLA in the TRO. Please consult with them on next steps.

Jide/Jackie- could you please inform Mr. Meindl of next steps.

Thank you,

*Patrícia Silva*

Employee/Labor Relations Specialist  
Office of the Chief Component Human Capital Officer (OCCHCO)| FEMA|DHS  
500 C. Street SW/Washington, DC, 7<sup>th</sup> Floor  
Email: [patricia.silva@fema.dhs.gov](mailto:patricia.silva@fema.dhs.gov)  
Office: 202. 212. 5238  
Mobile: 202.368.7217

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**From:** Meindl, Max  
**Sent:** Monday, April 22, 2019 11:40 AM  
**To:** Silva, Patricia <patricia.silva@fema.dhs.gov>  
**Subject:** RE: FMLA

Max J Meindl, PMP  
Program Delivery Manager | Houston TRO

DHS | FEMA-Recovery Directorate  
Public Assistance Division  
FEMA/HQ  
202-374-9426  
[max.meindl@fema.dhs.gov](mailto:max.meindl@fema.dhs.gov)



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**From:** Silva, Patricia  
**Sent:** Wednesday, March 13, 2019 5:57 AM  
**To:** Meindl, Max <[max.meindl@fema.dhs.gov](mailto:max.meindl@fema.dhs.gov)>  
**Subject:** RE: FMLA

Good morning Mr. Meindl,

You need to communicate to your supervisor of record the need take FMLA leave at least 30 calendar days before the start of the planned absence. I have attached the Absence and Leave Manual for your review. Chapter 5 addresses FMLA.

I have also received the medical certification in connection with your request for FMLA leave.; however, the following required information is missing from the medical certification or is vague and needs clarification:

1. It is not clear whether you need FMLA leave intermittently or for a continuous period of time or both.
  - a. If your FMLA leave is for a continuous period of time, your doctor needs to state so. In the medical documentation you provided it only states "a few days after heart surgery". In addition, the your doctor will need to include the date of your surgery.
  - b. If your request is for intermittent leave for a planned medical treatment, the dates (actual or estimates) on which such treatment is expected to be given, the duration of such treatment, and the period of recovery, if any, before you would be able to return to work;
2. Your medical provider stated that your condition will cause episodic flare ups; however, the certification is missing the frequency of the flare ups. The medical certification needs to include an estimate of the frequency of the flare ups and the duration of related incapacity that you may have over the next 6 months (Part B, question #7).

Please be advised that the complete medical documentation is due 15 calendar days from this email.

Let me know if you have any questions.

Thank you,

*Patrícia Silva*

Employee/Labor Relations Specialist  
Office of the Chief Component Human Capital Officer (OCCHCO)| FEMA|DHS  
500 C. Street SW/Washington, DC, 7<sup>th</sup> Floor  
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**From:** Meindl, Max  
**Sent:** Tuesday, March 12, 2019 3:13 PM  
**To:** Silva, Patricia <[patricia.silva@fema.dhs.gov](mailto:patricia.silva@fema.dhs.gov)>  
**Cc:** femamax@gmail.com; rick@guerradays.com  
**Subject:** RE: FMLA

*Jamie McAllister*

Deputy Infrastructure Branch Director  
DR 4332 TX JFO Austin  
Region 6 Infrastructure Branch  
DHS/FEMA  
(202) 709-0851 Cell  
[jamie.mcallister@fema.dhs.gov](mailto:jamie.mcallister@fema.dhs.gov)

No, Jamie is not aware of the request that I am aware of.

Max J Meindl, PMP  
Program Delivery Manager | Houston TRO  
DHS | FEMA-Recovery Directorate  
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**From:** Silva, Patricia  
**Sent:** Tuesday, March 12, 2019 2:02 PM  
**To:** Meindl, Max <[max.meindl@fema.dhs.gov](mailto:max.meindl@fema.dhs.gov)>  
**Subject:** RE: FMLA

Mr. Meindl,

Who is your supervisor of record? Are they aware of your FMLA request?

*Patrícia Silva*

Employee/Labor Relations Specialist

Office of the Chief Component Human Capital Officer (OCCHCO)| FEMA|DHS

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**From:** Meindl, Max

**Sent:** Wednesday, March 6, 2019 2:29 PM

**To:** Silva, Patricia <[patricia.silva@fema.dhs.gov](mailto:patricia.silva@fema.dhs.gov)>

**Cc:** femamax@gmail.com

**Subject:** RE: FMLA

Document attached.

Please advise as to the procedure subsequent the submission of this document to you.

Max J Meindl, PMP

Program Delivery Manager | Houston TRO

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**From:** Silva, Patricia

**Sent:** Wednesday, March 6, 2019 1:03 PM

**To:** Meindl, Max <[max.meindl@fema.dhs.gov](mailto:max.meindl@fema.dhs.gov)>

**Subject:** RE: FMLA

Yes, that is correct.

*Patrícia Silva*

Employee/Labor Relations Specialist

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**From:** Meindl, Max  
**Sent:** Wednesday, March 6, 2019 11:56 AM  
**To:** Silva, Patricia <patricia.silva@fema.dhs.gov>  
**Subject:** FMLA

I have been advised that you're the individual I'm supposed to send my FMLA forms to.  
Is that correct?

Max J Meindl, PMP  
Program Delivery Manager | Houston TRO  
DHS | FEMA-Recovery Directorate  
Public Assistance Division  
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