



**April 10, 2013 Organizers Conference Call Notes:**

Present: Kelly (Elver), Rob (Schofield), Rita (Koontz), John (Stevenson), Julie (Brown), Joyce (Sweeney)

Absent: Josh (Seeger), Christy (Storey)

**AGENDA:**

- 1. Site update**
- 2. Registration update**
- 3. Other**
- 4. Program planning Review (for program planning group members)**

**NOTES:**

**1. Site**

- Joyce described a problem with Federal employees not being able to get a waiver allowing them to pay the conference hotel rate, which is \$14 a night over the Federal per diem. Currently some group of mainly Census employees are booked at a different hotel. Joyce is working on possible solutions with the Omni.
- This is likely to continue to be an issue, as none of the L.A. hotels have been able to meet the Federal per diem. Generally hotels with sufficient meeting space for our group do not come in at that low rate.
- Solutions were discussed, such as differential registration fees, either for federal employees, for non-conference hotel guests, or for moving the cost of the amount that the conference hotel is over the federal per diem to the registration fee for everyone. Organizers can discuss further at this year's conference.

**2. Registration Update**

- Currently 150 people registered for the conference.
- Currently 413 rooms are booked from our block of 600.
- Rita will send a reminder e-mail later this week or next week
- Rita will compare registration to presenter list to be sure all have registered, and will follow up with those who have not.

**3. Other**

- Private sector presenter issue was discussed.
- It was noted this might set precedent for vendors to present as invited guests.
- Rob, Josh and Rita will resolve this off line.

**4. Program Planning Review**

- Notices went out to all facilitators today informing them which session they are leading.
- Rita will send the Facilitator To-Do list out to all facilitators detailing their responsibilities.

**Call concluded. Respectfully submitted, Kelly Elver, Co-Registrar**