



# Draft Meeting Details

## 2007 Mid-Year Meeting – June 13-14, 2007

Hilton Alexandria Mark Center ■ Alexandria, Virginia

**Attendees:** Unless the session is indicated “**(closed)**,” all meetings and activities are **open to all IAEM members and guests**. Those who are *expected* to participate are listed in the third column on the program. Some meetings may require non-committee members to participate only as observers when business is conducted.

**Please read:** The “Planning Documents” in the Members Only “Documents Download” area of [www.iaem.com](http://www.iaem.com).

**Hotel:** IAEM has reserved a block of guest rooms at the Hilton Alexandria Mark Center, Alexandria, Virginia, for the nights of June 13 and 14 at the rate of \$162 single/double. Triple occupancy is \$182. Rooms are available until **May 14, 2007** or until the room block sells out, whichever occurs first. To make hotel reservations, call the Hilton Alexandria Mark Center (703-845-1010) or Hilton toll-free reservations (1-800-445-8667). If you call the toll-free number (1-800-445-8667), you **must** specify the Hilton Alexandria Mark Center, as there are several Hiltons in Alexandria, Virginia. Alternatively, you may call the hotel directly (703-845-1010). Additional hotel options are posted on our web site.

### Additional Information:

- Participants must register for the Mid-Year Meeting **by June 1**. The \$195 (member) or \$225 (non-member) registration fee covers meals and meeting materials.
- The 2007 Mid-Year Meeting program addresses several important topics, including: Status of IAEM Internationalization; Government Affairs Committee Activities; IAEM Committee Meetings as noted; How To Work Effectively with you U.S. Members of Congress; networking opportunities and more. All participants should review in advance the “Planning Documents” in the Members Only “Documents Download” area of [www.iaem.com](http://www.iaem.com).
- Committee chairs have been instructed to submit their detailed meeting agendas to IAEM headquarters by May 18, for posting on the IAEM web site. This will help IAEM members determine in which work sessions to participate.
- Committee chairs must submit written action recommendations, including draft position papers, to the IAEM Board of Directors by 8:15 a.m. Monday morning, June 4, for consideration at the June 13 Board meeting.
- Note that the hotel runs a courtesy shuttle to/from Reagan National Airport from 6:00 a.m. to 11:00 p.m., departing the hotel every 30 minutes.

201 Park Washington Court, Falls Church, VA 22046-4527 ■ 703-538-1795 ■ [www.iaem.com](http://www.iaem.com)



Wednesday, June 13, 2007

**2007 Mid-Year Meeting**

Time Location	Activity	Expected Participation
8:00 a.m. – 12:00 p.m. Chestnut	<b>■ Certified Emergency Manager® Examination Preparatory Course</b> Review of Certified Emergency Manager® program requirements (experience, education, professional contributions and more); application procedures, tips for successful program completion; an overview of the CEM® exam, the standards upon which the exam is based, sample exam questions along with a Q&A period. Please complete and return registration form in advance.	CEM® Candidates
1:00 a.m. – 3:00 p.m. Chestnut	<b>■ Certified Emergency Manager® Examination</b> CEM® candidates can take the examination. Please complete and return registration form in advance.	CEM® Candidates
12:00 p.m. – 3:00 p.m. Bottom of Escalator	<b>Registration</b>	All
12:30 – 3:00 p.m. Beech	<b>WORK SESSIONS</b> <b>■ Board of Directors Meeting</b>	Board of Directors
1:00 – 3:00 p.m. Lakeside I	<b>■ 2007 Annual Conference Committee</b>	Conference Committee (Lead)
Timbers I	<b>■ College &amp; University Emergency Management Practitioners</b>	College & University E.M. Committee (Lead)
3:00 – 5:00 p.m. Juniper	<b>OPENING GENERAL SESSION</b> <b>■ Meeting Overview, Purpose, Outcomes</b> IAEM President Mike Selves, CEM. <b>■ Review Program</b> <b>■ Internationalization – Update on IAEM Expansion</b> Russ Decker, CEM on behalf of Arthur Rabjohn	All
5:15 – 6:15 p.m. Lakeside Patio	<b>Reception</b>	All



Thursday, June 14, 2007

**2007 Mid-Year Meeting**

Time Location	Activity	Expected Participation
8:00 – 8:30 a.m.	Abors <b>Breakfast Buffet</b>	All
8:30 – 9:45 a.m.	Birch <b>WORK SESSIONS</b> ■ <b>Membership &amp; Marketing</b>	Membership & Marketing Committee (Lead)
8:30 – 11:00 a.m.	Laurel ■ <b>Training &amp; Education Committee</b>	Training & Education Committee (Lead)
8:30 – 12:00 p.m.	Beech ■ <b>Government Affairs Committee</b>	Government Affairs Committee (Lead)
8:30 – 12:00 p.m.	Lakeside I ■ <b>2007 Annual Conference Committee Continued</b>	Conference Committee (Lead)
8:30 – 12:00 p.m.	Timbers I ■ <b>College &amp; University Emergency Management Practitioners</b>	College & University E.M. Committee (Lead)
9:45 – 11:00 a.m.	Aspen ■ <b>Scholarship</b>	Scholarship Committee (Lead)
11:00 – 12:00 p.m.	Laurel ■ <b>Nominations and Credentials</b>	Nominations and Credentials Committee (Lead)
11:00 – 12:00 p.m.	Aspen ■ <b>Standards and Practices</b>	Standards and Practices Committee (Lead)
12:00 – 1:30 p.m.	Terrace East <b>Lunch</b> Speaker - TBD	All
2:00 – 4:00 p.m.	Juniper <b>GENERAL SESSION</b> ■ "How To Work Effectively with your U.S. Members of Congress and Staff" • Shalanda Young, Professional Staff, Subcommittee on Homeland Security, Committee on Appropriations, US House of Representatives • Dan Mathews, Minority Staff Director Subcommittee on Economic Development, Public Buildings and Emergency Management, Committee on Transportation and Infrastructure, US House of Representatives • Libby Burgess, Legislative Assistant, Office of Senator Pat Robert (R-KS) Also – Committee Meeting Summaries, Review emergency management issue papers, other business	All Panel Discussion with Congressional Staff Members

**ADJOURN**

**Mark Your Calendar**

55<sup>th</sup> IAEM Annual Conference & EMEX Exhibit ■ November 11-14, 2007  
**Silver Legacy and Reno Events Center ■ Reno, Nevada USA**