DATE: September 10, 2018

SUBJECT: Draft Agenda and Registration Reminder for the Fall 2018 Joint Regions 1 and 2 RRT Meeting

 FROM: Steve Touw

 EPA RRT Coordinator

 TO: NY/NJ RRT Members and Attendees

Attached is the current draft agenda for the upcoming Joint Regions 1 and 2 Regional Response Teams (RRT) meeting on October 30th through November 1st. The meeting will be held at the Hilton Burlington Hotel, located at 60 Battery Street in Burlington, Vermont. We will provide updated agendas between now and the meeting dates as presentations are confirmed. If you have topics of potential interest to the RRT, please contact me via email at touw.steve@epa.gov or phone at (732) 906-6900, or LT Annjea Cormier at Annjea.M.Cormier@uscg.mil or (617) 223-8430, as soon as possible, so we can consider your requests on the agenda.

As a reminder, we have established a registration website for meeting attendees. Please note that while registration is not required to attend the RRT meeting, it will assist us in ensuring adequate seating and other meeting logistics. If you plan on attending, please register on the Trainex site at your earliest convenience:

<https://trainex.org/classdetails.cfm?courseid=1783&classid=7887>

A block of guest rooms at the Hilton has been set up for October 29th through November 2nd for meeting participants at the rate of $132 per night (+ tax). Reservations can be made by calling the Central Reservations line at 1-800-445-8667 and referencing the group name “Joint Regional Response Team Meeting,” or by booking online at:

<https://www.hilton.com/en/hi/groups/personalized/B/BTTVTHF-JRR-20181029/index.jhtml?WT.mc_id=POG>

This special room rate will be available until September 29th or until the group block is sold-out, whichever comes first. We have been told that there are several other meetings taking place in Burlington that week, so if you are considering attending the RRT Meeting, you are encouraged to make your reservations as soon as possible.

Additional information concerning this meeting will be posted on the RRT2 and disseminated by email. If you are not currently on our email distribution list, and would like to receive future meeting and other RRT2-related information, please contact me by email. Likewise, if you no longer wish to receive RRT2-related emails, please let me know and I will remove you from our distribution lists.

We hope to see you in Burlington!