

## THINGS TO KNOW BEFORE YOU GO

Dear Attendee,

The JHU WSE Energetics Research Group (ERG) staff is finalizing the arrangements for next week's JANNAF 13th LPS and 12th SPS Joint Subcommittee Meeting and PIB Meeting in Huntsville, AL.

As you prepare to travel to Huntsville, we wanted to share some information that you might find useful. Please take some time to read through these topics.

**TRAVEL INFORMATION regarding airport transportation, hotel address and other pertinent information can be found [HERE](#).**

### Re-Setting Travel Expectations

Supply chain challenges and staffing shortages are impacting the hospitality industry and due to these challenges, please be aware: luggage assistance is available on a limited schedule, room service is not available, and the hotel restaurant is currently closed for lunch. Your patience and understanding are appreciated.

### Lunch during the Meeting

To save you time navigating local lunch time traffic, the hotel is offering a rotating selection of reasonably priced grab and go options for lunch Tuesday through Thursday in the Barrel Room lobby bar.

### Attire

There is no official dress code for this conference. However, most attendees wear business or business casual attire.

### On-Site Registration / Check-in

The JANNAF Registration and Security Desks will be located on the 1<sup>st</sup> floor of the hotel just beyond the lobby. **You must present a Government-issued photo ID at registration to receive your badge and materials.**

The JANNAF Registration desk will be open the following days and times:

- Monday from 10:00am - 5:00pm
- Tuesday through Thursday from 7:00am - 5:00pm
- Friday from 7:00am - 12:30pm

*If you have not yet paid your registration fee, we recommend that you take care of that before travelling to the meeting to save you time at the Registration desk.*

### Security

The overall classification of this meeting is UNCLASSIFIED. There will be security guards stationed strategically to ensure that only qualified JANNAF attendees enter our security perimeter. **Please be sure to wear your JANNAF badge at all times while attending JANNAF sessions, meetings and events, including the Networking Reception on Wednesday.**

**REMEMBER:** The Final Program is Distribution Statement C and CUI. An updated electronic version will be uploaded to the [December meeting website](#) on Friday (12/2) and continually throughout the week of the meeting. If you do not wish to keep the Final Program after the meeting, there will be drop boxes located in the Security, I.T. and Registration areas where you may leave your Final Program any time before Friday (12/9) at 12:30 p.m.

### **Join Other JANNAF Attendees at Huntsville Havoc Hockey Game**

The Space Nuclear Propulsion Project at NASA MSFC has organized a social event for interested JANNAF attendees and guests. Take in a hockey game together between the Huntsville Havoc and the Evansville Thunderbolts on Tuesday, December 6<sup>th</sup>. Find more information and purchase tickets [HERE](#).

### **Networking Reception**

The Networking Night reception will take place on Wednesday, 7 December in Grand Ballroom Salons A-D at the hotel. If you are planning to attend (and have told us via your registration), be sure that you wear your badge to the event as it will serve as your ticket for entry. Guest tickets are available for purchase until Monday at 5:00 p.m.

### **Reaching JHU-WSE ERG Staff**

Many of the JHU-WSE ERG staff will be travelling to Huntsville over the upcoming weekend. If you have an immediate need, call the ERG Office at 410-992-7300 and leave a message. For non-urgent needs, email the staff member. **For contact information of staff members with meeting responsibilities, please go [HERE](#).**

### **JANNAF Meeting Health and Safety**

December is a prime time for the transmission of communicable diseases, including influenza, RSV, and COVID-19, and many parts of the country are experiencing surges. Please be mindful of your responsibility to others in the JANNAF community and review the [JANNAF Meeting Health and Safety Information](#).

### **Make the Most of Your Time at the JANNAF Meeting**

1. Read through the materials you receive at Registration. There is a lot of useful information in the Final Program including guidance in the event of an emergency. Also be sure to check the Program Change Monitors posted in the ballroom foyer areas, and check the digital session agenda signs. Program changes occur on a rolling basis throughout the week.
2. Always take your personal belongings with you during breaks and at night. Better safe than sorry.
3. Remember to turn your cell phone off or set it to silent mode while in sessions as a courtesy to presenters and other attendees.
4. Try sitting next to people you don't know. Set a goal of meeting at least five new people to add to your sphere of influence.

We're looking forward to seeing you there, and safe travels!

Regards,

The JHU WSE Energetics Research Group Staff