

MEMO

To: Members and Interested Parties, Great Lakes Panel on Aquatic Nuisance Species

Fr: Kathe Glassner-Shwayder, Senior Project Manager

Re: Preliminary Agenda: Spring Meeting of the Great Lakes Panel
Panel Business

Da: April 13, 2006

Spring Meeting of the Great Lakes Panel: I am pleased to share with you the preliminary agenda for the upcoming spring meeting of the Great Lakes Panel on Aquatic Nuisance Species that will be held in Chicago, Illinois, May 9-10, 2006. The agenda is attached and will also be available online early next week on the Great Lakes Panel website at: www.glc.org/ans/panel.html#glpmeet. The meeting location is in downtown Chicago at the U.S. EPA Great Lakes National Program Office (GLNPO), 77 W. Jackson Blvd, and will be convened in the Lake Michigan Room at the GLNPO office. We encourage your participation as several important Great Lakes aquatic invasive species issues will be covered.

Action Item: Please submit the attached registration form by Wednesday, April 26, 2006 to Marcia Woodburn (woodburn@glc.org) or fax: 734971-9135.

Meeting Logistics: To assist in your travel planning, please note that the first day of the meeting, May 9, is planned to begin at 10:00 a.m. and run through 5:45 p.m. with the second day beginning at 8:30 a.m. and ending at noon. Following adjournment of the meeting on May 10, we are planning an informal field trip to the Shedd Aquarium to view the new exhibit featuring aquatic invasive species. We will gather at the Shedd at 1:15 p.m. for a group lunch (pay on your own basis) followed by a guided tour of the exhibit at 2:30 p.m. This arrangement will provide an opportunity for those interested meeting participants to engage on a social basis and share impressions on the exhibit.

Accommodations for meeting participants have been reserved (May 8-10) at the **Union League Club of Chicago**, 65 West Jackson Blvd, around the corner from the GLNPO office. The deadline for reservations at the **Union League Club** has been extended to Monday, April 17 at midnight. To make reservations at the Union League, you may call the club at 312-427-7800 or 800-443-0578. The following room rates are being offered under the name of the Great Lakes Commission.

- o State employees: \$119.00/night inclusive (\$102.59 + 16% surcharge)
- o Federal government & tribal employees: \$139.00/night inclusive (\$119.83 + 16% surcharge)
- o Nongovernmental Panel members and other meeting participants: Federal rate of \$139.00/night inclusive (\$119.83 + 16% surcharge)

To secure these rates, please call by midnight, Monday, April 17, 2006 under the name of the Great Lakes Commission. For further information on the Union League, including directions and required dress code, please refer to the attached document (logistics) and the website (www.ulcc.org).

Panel Elections and Operational Guidance Document: Nominations are in for Panel officers and at-large members; staff is preparing the election ballot for dissemination within a week's time. Also, significant progress has been made on the Panel's operational guidance document which is currently under review by the Panel's Executive Committee. A final draft of the guidance document will be prepared based on ExCom input. Circulation to the Panel members is planned within the next two weeks.

Fall Panel Meeting Summary: Please review for approval the attached meeting summary and action items covering the fall Panel meeting (Nov. 16-17, 2005), also available online at www.glc.org/ans/panel.html#glpmeet.