

**2011 Sanctuary Advisory Council Summit,  
Council Coordinator Meeting, and  
Council Executive Committee Meeting  
Savannah, Georgia**

**- Meeting and Travel Logistics -**

**Host Site:** Gray's Reef National Marine Sanctuary

**Dates:**

- ❖ Council Executive Committee Meeting: May 1 (a.m. only)
- ❖ Council Coordinator Meeting: May 1 (p.m. only) – May 2 (all day)
- ❖ SAC Summit Dates: May 3 - 4

**Location:**

- ❖ All three meetings will be held in beautiful Savannah, Georgia, the nation's largest registered Urban Historic Landmark District. Savannah's 22 green squares, magnificent public gardens and 1,600+ historically and architecturally significant structures are all within a 2.5 square mile area. Culture flourishes in Savannah, home of one of the largest art schools in the country. With more than 150 festivals every year, Savannah is all about celebration. Music, art, culture and food are just a few of the excuses for city-wide parties. With a recorded history dating back to colonial days, Savannah has many famous residents of a "spiritual nature" and is said by many to be one of America's most haunted cities. Savannah's black community, Georgia's oldest, is also one of the most significant in the nation. Savannah is going green in more than just the literal sense of live oak canopies shading the Historic District or St. Patty's Day. Be sure to visit Savannah's many green businesses and organic restaurants. Savannah also hosts a wildlife refuge, a national marine sanctuary and is home to dozens of notable varieties of birds, turtles and other precious species.
- ❖ Specific locations are noted on each separate agenda. The SAC Summit meetings will be held at the AVIA Hotel, Parlor Soleil.

**SAC Summit Participants:**

- ❖ Council Representative: The council chair from each council is invited to attend the meeting. If the council chair cannot attend, the vice chair, secretary or any other council member (as long as the council supports that member representing them at the meeting) is welcome to attend. Each council sends one representative to the Summit; ONMS HQ covers the cost of that individual's travel. A representative from the Olympic Coast Intergovernmental Policy Council also attends the Summit. (See travel order and expense section below.)
- ❖ Council Coordinator: The council coordinator from each site attends the meeting. The site covers the cost of council coordinator travel.
- ❖ ONMS HQ Staff: ONMS Director, Acting Deputy Director, Chief of Staff for Strategic Planning and Program Integration, Maritime Heritage Program Director, Senior Policy Advisor, Conservation, Policy and Planning Division Chief, National Advisory Council Coordinator, and National Council Liaison
- ❖ ONMS Southeast Atlantic, Gulf of Mexico and Caribbean Region: Regional Director
- ❖ Gray's Reef NMS Staff: Superintendent, Deputy Superintendent, Education Coordinator, Resource Protection Coordinator and Volunteer Coordinator/Administrative Assistant
- ❖ Invited Guests: National Marine Sanctuary Foundation (NMSF) President and CEO, NMSF Government Relations Manager, University of California Davis PhD Candidate and Dr. Nancy Foster Scholar, SAVOX Co-Founder and CEO

### Council Coordinator Meeting Participants:

- ❖ Council Coordinators: The council coordinator from each site attends the meeting. The site covers the cost of council coordinator travel.
- ❖ ONMS HQ Staff: ONMS Director, Chief of Staff for Strategic Planning and Program Integration, Chief of Staff for Communications and Media, Senior Policy Advisor, Conservation, Policy and Planning Division Chief, National Advisory Council Coordinator, and National Council Liaison
- ❖ Gray's Reef NMS Staff: Superintendent, Resource Protection Coordinator and Volunteer Coordinator/Administrative Assistant

### Council Executive Committee Meeting Participants:

- ❖ CEC Members and Conservation, Policy and Planning Division Chief

### Travel to Savannah, Georgia

- ❖ It is recommended that meeting participants fly directly into Savannah Hilton Head International Airport (SAV). Multiple airlines (American Eagle, Continental, Delta, United Express, US Airways, etc) serve the airport with a variety of flight times.

### Local Transportation / Car Rental

- ❖ Car rental is not necessary for the meeting. ONMS will not reimburse for car rental costs.
- ❖ A taxi is recommended to and from the airport. Depending on the time of day the trip between the airport and the AVIA hotel should take approximately 25 minutes and should cost approximately \$30 (for one person, one way). If you know other meeting participants on your flight, it is recommended that you attempt to share taxis to/from the airport.

### Lodging

AVIA Savannah  
14 Barnard Street  
Savannah, GA 31401  
Phone: 912-233-2116  
Fax: 912-233-6046  
<http://www.aviahotels.com/hotels/savannah/>

- ❖ **Cut-Off Date:** The "cut-off date" for accepting reservations into this roomblock is **March 18, 2011**. Reservation requests received after 5:00 pm local time at the hotel on the cut-off date will be accepted on a space and rate availability basis.
- ❖ **Rates:** Rooms are offered at the federal government rate of \$97/night (or the current federal government rate). All rooms offered in the block are Classic King Rooms.

There will be an additional charge of \$25.00 per night for each additional person over age 18 and/or over two people in a guestroom. The maximum number of people per guestroom is 3 adults or 2 adults and 2 children. A maximum of two children under the age of 18 per room is complimentary. All room rates are quoted exclusive of applicable state and local taxes, which currently total 13%.

- ❖ **Reservations:** Each meeting participant must make and secure their own lodging reservation. **For reservations call 866-644-2842 or 912-233-2116 and reference the name of the event – 2011 SAC Summit.** All individual reservations must be guaranteed with a major credit card.

Guestroom cost, tax, and incidental charges will be posted to the meeting participant individual guestroom bill. Meeting participants will be reimbursed for travel costs as described under "Travel Orders and Expenses".

Individuals are responsible for canceling hotel reservations, should travel plans change. Cancellations by meeting participants may be made without penalty until 3 days prior to their arrival date. Cancellations inside 3 days will forfeit all deposits on record. Shortening of stay, including early departure and no-show, with 3 days, is also considered cancellation and subject to forfeiture of deposit amounts related to those room nights unused.

### Travel Orders and Expenses

- ❖ Travel for each chair will be covered by ONMS HQ, but the invitational travel order must be prepared by the site. Council chairs and the Olympic Coast IPC representative should contact the site about invitational travel questions. Please use accounting code 10-14-0002-00-00-00-00 J8K5B75 PSA. Please note that per diem on travel vouchers will need to be adjusted when meals are provided (see agenda).
- ❖ Travel for each council coordinator is covered by the site.
- ❖ Travel to Savannah: Council coordinators should plan to travel Saturday, April 30 although a few close to Savannah and not on the CEC may be able to travel Sunday morning, May 1. Council chairs should plan to travel Monday, May 2 **arriving in time for the 6:00 pm Monday evening dinner** (the exception to this will be the pacific island council chairs).
- ❖ Departure from Savannah: East coast and Gulf of Mexico meeting participants must depart after the end of the meeting on Wednesday, May 4. West coast and pacific island meeting participants must depart Thursday morning, May 5. ONMS has not built extra nights into the room block for longer stays and will not cover the costs.
- ❖ 2011 per diem rates for Savannah: \$97 lodging + \$56 M&IE = \$153 maximum per diem rate

### Field Trip

- ❖ Due to budgetary constraints, the full day field trip to Sapelo Island was canceled.

### Evening Tour and Reception

- ❖ Due to budgetary constraints, the evening tour and reception were canceled.

### Presentations and Materials

- ❖ The AVIA has a small business center which includes computers and a printer. Behind the desk the hotel has a copier and fax machine for very limited guest use. Wireless internet access is complimentary throughout the entire hotel.
- ❖ Other office support centers within walking distance from the hotel include the Fed Ex Office Print and Ship Center – 3 block walk from the AVIA.
- ❖ Please bring all presentations on a thumb-drive and provide to Jody Patterson (Gray's Reef NMS) in advance of your presentation. Back-ups are recommended in the event of technical difficulties.
- ❖ If you have handouts, plan to bring 55 copies of each for the SAC Summit and 30 copies for the Council Coordinator Meeting. In an effort to keep the meeting green, limit handouts when possible.

- ❖ If you have bulky materials you would like to send ahead, please contact the AVIA directly. Individuals will be responsible for picking up packages and bringing them to the meeting.

### Weather/Climate

- ❖ Spring weather in Savannah usually consists of highs averaging around 85° and lows around 66°. Some showers and thunderstorms should be anticipated, so keep a light wind breaker or rain gear handy. Water temperature is typically around 74° in May. Check daily conditions at Gray's Reef here: [http://www.ndbc.noaa.gov/station\\_page.php?station=41008](http://www.ndbc.noaa.gov/station_page.php?station=41008)
- ❖ Dress for the entire week is business casual.

### Extending Your Stay

- ❖ Opting to extend your stay in the Savannah area? Check out the available tours through the historic district, including ghost tours, sightseeing and historical tours, horse drawn carriage tours and walking tours of Civil War era sites, even a Midnight in the Garden of Good and Evil tour. If you're eager to explore Savannah's extensive waterways, Wilderness Southeast offers premiere nature and birding tours as does Bull River Cruises or Moon River Kayak tours. The US FWS' Savannah National Wildlife Refuge is just across the Savannah River; boasting 3,000 acres of freshwater impoundments managed for migratory waterfowl. Many of the dikes enclosing these pools, dating back to the 1700's, were built during the rice culture era and offer easy access to walk among the Lowcountry's diverse flora and fauna.
- ❖ The hotel may be able to offer the established group rate 2 days before and 2 days after the program dates based on space and rate availability. However, ONMS has not included additional nights within the room block and will not cover the costs for additional nights.
- ❖ Gray's Reef NMS staff members Jody Patterson ([jody.patterson@noaa.gov](mailto:jody.patterson@noaa.gov)) and Becky Shortland ([becky.shortland@noaa.gov](mailto:becky.shortland@noaa.gov)) are happy to answer any questions about local travel.

### Further Questions

If you have additional questions about the meetings please contact:

Karen Brubeck

National Sanctuary Advisory Council Coordinator

206-842-6084

[karen.brubeck@noaa.gov](mailto:karen.brubeck@noaa.gov)