

# RA 2018 – Minneapolis/St. Paul

## FEA Delegate Communications #3

### RESERVATIONS

Our rooming list has been submitted to the InterContinental Hotel. Thanks everyone for being so good about turning in your reservation forms on time.

Sometime within the next week or so, Gary will be sending everyone an e-mail with their hotel reservation confirmation info. Please be on the lookout for that message and, when you get it, respond quickly to Gary so he knows you've received it.

If the details of your reservation are incorrect, or if at any time you need to make changes to your reservation, please notify Gary at [ghritz@nea.org](mailto:ghritz@nea.org). Please do not attempt to contact the hotel directly and alter your reservation. Doing so would likely create a lot of confusion and billing errors.

Thanks!

### STATE CONTACTS

Networking is a huge part of the NEA-RA. To help facilitate that process, we assign each delegate two states with which they will meet throughout the RA in order to exchange information on various topics of interest. Sometimes, your contact from another state may ask you to bring information to our delegation. Other times, you will be asking your contact in another state to bring information about an FEA issue to their state's delegation. It's also a great way to meet some people from outside of FEA and make new friends during the RA.

Because our delegation is small, each delegate will have two states to contact. For you new folks, who don't understand how the process of "contacting" another state works: don't worry! We'll give you a more thorough explanation when we all get to Minnesota.

For now, any delegate with an interest in serving as the contact for any particular states should send their preferences to Gary at [ghritz@nea.org](mailto:ghritz@nea.org). We can't promise you'll get the two states that you want, so feel free to list as many states as you like in the order of your preference. We'll do our best to accommodate everyone, but we're going to give the new delegates first pick, just to welcome them on board!

If you don't send in any preferred states, we will just assign two to you and let you know which states you have prior to the meeting.

## **GIFT ITEMS (change from past years)**

In the past, we used to create gift bags for our state contacts full of all sorts of goodies. We also used to encourage everyone to bring one or two small items that they could present to their contacts from other states upon meeting them; a sort of ice-breaker, “nice to meet you” gift. Most states, however, have done away with such practices, so FEA is no longer asking our delegates to bring any gift items for state contacts. We will provide all our delegates with a card and FEA lapel pin you can present to your contacts from other states. This has become a common practice among states. If you would like to bring a small item or two for each of your state contacts, you are welcome to do so of your own volition, but it is not necessary.

## **OTHER THINGS TO THINK ABOUT**

**Have you made your travel plans to St. Paul?** If not, don't delay. Gas prices are rising and so are air fares. The first two updates we sent out included extensive travel info. In case you forgot, here are the basics:

**Where:** InterContinental Hotel, 11 Kellogg Boulevard East, St. Paul MN 55101

**When:** Plan to arrive the afternoon of June 28 so you can attend the FEA HCR/MAC meeting in the hotel that evening. The FEA Annual Membership Meeting will take place June 29 and 30 at the InterContinental and the RA will run July 1 through the evening of July 5. Plan to depart on July 6 unless you plan a VERY late flight on July 5.

**Nearest Airport:** Minneapolis/St. Paul (MSP). You can take the Route 54 bus ([www.metrotransit.org/Route54](http://www.metrotransit.org/Route54)) to downtown St. Paul for \$2 (about 35 minutes) or use the light rail ([www.metrotransit.org](http://www.metrotransit.org) - use their trip planner) to the CENTRAL STATION stop on the Green Line (you'll first need to take the Blue Line to downtown Minneapolis and then switch to the Green Line – total travel time will be a bit over an hour). In addition to options such as taxis and Uber, you can use SuperShuttle ([www.supershuttle.com](http://www.supershuttle.com)) to book a seat between the airport and hotel. One way ride cost is approximately \$14 for a shared ride and \$40 for a non-stop ride.

**Do you want to attend the NEA Human and Civil Rights (HCR) Awards program on July 1?** If so, please inform Gary. We have a limited number of seats at \$35 each. First time delegates and any delegate serving as an HCR Coordinator can attend the program at no charge, compliments of FEA's HCR Program. Any delegate may bring one or more guests but you must purchase tickets for those guests. You can pay by cash or check in St. Paul, no need to send any money now. Remember, the format for the program has changed

from last year: there will be no dinner, only a reception from 5:30 to 6:30pm where you can purchase food and drinks. The awards program, starting at 6:30pm, will be seated theatre style. Dress code is “cocktail formal.”

**Keep these evenings free:**

**June 28**, for the FEA Human and Civil Rights/Minority Affairs Council meeting, which kicks off our week’s activities. The FEA HCR program will pay for one room night for any Local Delegates who attend (State Delegates are also encouraged to attend, but your room nights are already being covered by FEA). The program is still being developed but typically consists of training on diversity/human rights issues. There will be a buffet of sandwiches and other lite fare prior to the meeting. This event is for FEA members only; no guests please.

**June 29** – The American Foreign Service Protective Association (AFSPA) throws a great reception for our delegates every year. This year’s reception will be the evening of June 29 in the hotel’s Great River Ballroom from 6-8pm. Passed hors d’oeuvres and cocktails will be provided. This event is open to family members and guests.

**July 1** – The NEA HCR Awards, if you are interested in attending (see info above).

The rest of your evenings are free to sleep, explore, socialize with your fellow delegates, or do whatever you’d like to do. St. Paul has a number of cool little neighborhoods for nightlife and Minneapolis is about 20 minutes away by taxi (about 45 minutes by lite rail).

Check out **NEA’s Delegate Resources page** for information on things like child care services, a tentative RA agenda, and information about Minneapolis and the surrounding area: <https://ra.nea.org/delegate-resources/>

## **A FEW FAQs**

**Can I mail things to the hotel in advance so I don’t have to carry as much?**

Yes. We will be including mailing information for the hotel in a future update.

**Can I mail things back home after the meeting so I don’t have to carry as much?**

Yes, but be aware that most readily available options will be UPS or Fed Ex, neither of which delivers to APO addresses. There are, of course, post offices

in St. Paul. FEA and the hotel staff will be glad to help you get directions to the nearest post office if you need it.

### **How should I dress for the meeting?**

That's totally up to you. Most attendees dress somewhere between "business casual" and just plain "on vacation". There is no dress code for any of the FEA events or for the NEA RA. The NEA HCR Awards program, if you choose to attend, is a very formal event however. It is described as "cocktail formal", so plan to dress sharp for that night if you attend. One additional fashion highlight is the 4<sup>th</sup> of July, which sees many delegates break out their best and brightest red-white-and-blue outfits to celebrate the day.

## **BE ON THE LOOKOUT**

Our next update will deal with the NEA Fund for Children and Public Education, the NEA's political action committee, and how you can participate if you choose to do so. Because that update will deal with issues of a political nature, I want to emphasize that *all delegate updates (and especially that next one) should not be opened, viewed, forwarded to/from or otherwise shared while you are using government computers or equipment (including DoDEA Outlook e-mail), while you are on government property, or while you are working on government time.* Please be especially certain to only view that next update on your own personal email while off duty and off base, and do not forward it to anyone, especially not to anyone's DoDEA e-mail account. All of these precautions are meant to avoid any potential Hatch Act violations, so please take them seriously.

## **YOUR TO DO LIST**

1. Make your travel plans to arrive in St. Paul by June 28.
2. Remember the FEA MAC/HCR meeting the evening of June 28 (see calendar of events later in this update)
3. Let Gary know ([ghritz@nea.org](mailto:ghritz@nea.org)) if you want to attend the NEA HCR Awards Program on July 1 and how many tickets you want (\$35 each unless you are a first-time delegate or an HCR Coordinator).

4. Let Gary know if you have any preferences for states you would like to be assigned as a state contact. Send your top three or four picks, if you have that many.
5. Please try to keep your evening free on June 29 for the AFSPA reception. They go all out for FEA delegates so we'd like to have a full house for them.
6. Keep an eye out for the above-mentioned delegate update on the NEA PAC (to be sent out around May 18) and use the precautions cited above before viewing it.

***Please contact Gary at any time ([ghritz@nea.org](mailto:ghritz@nea.org)) if you have any questions about any aspect of the FEA or NEA meetings or if any issues arise concerning your availability to attend. More updates will be sent in the weeks ahead.***

## **THE AGENDA SO FAR**

(More events will likely be added as the meeting dates approach)

All FEA events to be held at The InterContinental Hotel, 11 Kellogg Boulevard East, St Paul, MN, 55101-1005.

All NEA events to be held at the Minneapolis Convention Center (NEA will provide transportation for all delegates between our hotel and the convention center)

### **June 28**

- 5:30pm – 8:30pm – Diversity training session hosted by FEA Human & Civil Rights Department – InterContinental Hotel in State 1&2 rooms  
A light buffet of soup, salads and sandwiches will be available between 5:30 and 6:30 for delegates who attend. The meeting and training session will begin at 6:30pm and last until about 8:30pm. (Delegates and Association members only, please.)

### **June 29**

- 8am-5pm – FEA Annual Membership Meeting – InterContinental Hotel, Kellogg 1&2 on lobby level of hotel
- 6pm-8pm – American Foreign Service Protective Association (AFSPA) Reception for FEA Delegates and guests. Light hors d'oeuvres and an open bar will be provided – InterContinental Hotel, Great River Ballroom. (Family members and guests are welcome to attend)

### **June 30**

- 8am-1pm – FEA Annual Membership Meeting – InterContinental Hotel, Kellogg 1&2
- 1:30pm-3pm – FEA Delegate Caucus Meeting – InterContinental Hotel, Kellogg 1&2

**July 1\***

- 8am-9am – FEA Delegate Caucus Meeting – InterContinental Hotel, Kellogg 1&2
- 9am-5pm – Delegate Registration and NEA Expo, Minneapolis Convention Center (transportation provided)
- 6pm-10pm – NEA HCR Awards Dinner – Minneapolis Convention Center (transportation provided). You must RSVP to get a ticket for this dinner. The event is black tie optional, so dress sharp.

**July 2\***

- 7am-9am – FEA Delegate Caucus Meeting – InterContinental Hotel, Kellogg 1&2
- 10:30am-6pm – NEA Representative Assembly – Minneapolis Convention Center (transportation provided)

**July 3\***

- 7am-9am – FEA Delegate Caucus Meeting – InterContinental Hotel, Kellogg 1&2
- 10:00am-6pm – NEA Representative Assembly – Minneapolis Convention Center (transportation provided)

**July 4\***

- 7am-9am – FEA Delegate Caucus Meeting – InterContinental Hotel, Kellogg 1&2
- 10:00am-6pm – NEA Representative Assembly – Minneapolis Convention Center (transportation provided)

**July 5\***

- 7am-9am – FEA Delegate Caucus Meeting – InterContinental Hotel, Kellogg 1&2
- 10:00am until whenever the meeting ends – NEA Representative Assembly – Minneapolis Convention Center (transportation provided)

*\*Delegates will be provided with a voucher good for breakfast in the hotel's restaurant on the dates with asterisks (July 1-5). The restaurant opens at 6:30am. Please plan to eat prior to the start of our caucus meeting each morning. No other meals will be provided except where noted in the above agenda.*

**Questions about any aspect of the FEA/NEA meetings?  
Please contact Gary Hritz at [ghritz@nea.org](mailto:ghritz@nea.org) or 202-822-7855**