

T11-2021-00064-v000

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date: Feb 19, 2021, 10:36 AM

subject: INCITS Executive Board Consideration
of T11 Meeting Transition to Hybrid
Meetings

Email Text:

From: Steven Wilson

Sent: February 19, 2021

To: Lynn Barra

Cc: Craig Carlson, Patty Driever, Tom Palkert, Dean Wallace, Jason Rusch, Roger Hathorn
Bill Martin, James Hatfield, Fred Knight, Dave Peterson, Chris Lyon

Subject: INCITS Executive Board Consideration of T11 Meeting Transition to Hybrid Meetings

Document Number: T11-2021-00064-v000

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Lynn,

During the February 2021 plenary meeting the T11 committee discussed how to move forward with the return to face to face T11 meetings in 2021. There was general consensus that virtual meetings were fine in the interim while COVID-19 was rampant and travel restrictions were in place. However, several deficiencies were also identified for virtual meetings that include the lack of collaboration, the lack of efficiency, and lack of effectiveness.

The committee discussed a hybrid approach, (face-to-face with virtual capabilities) as we begin to return to face to face meetings. The committee understands that there are challenges with the hybrid approach. These include:

- Member companies have different travel policies and timetables;
- The lack of quality conferencing facilities at contracted hotels;
- Sensitivity to personal choices;
- Flexibility for contracted room night commitments (attrition).

To develop a plan that addresses these challenges, the T11 committee is forming a small group that will study the possible hybrid environments and how to best make the hybrid environment successful for everyone participating. Since several hotel contracts have been signed for 2021, the committee's plan would like to focus on allowing hybrid meetings beginning with the June and August meetings. We are requesting that the Executive Board consider this request to

allow the Technical Committees and Task Groups the option of holding hybrid meetings beginning in June 2021.

Sincerely,

Steven Wilson, Chair INCITS T11