



INCITS/Fibre Channel (T11) Meeting Attendance and Hosting

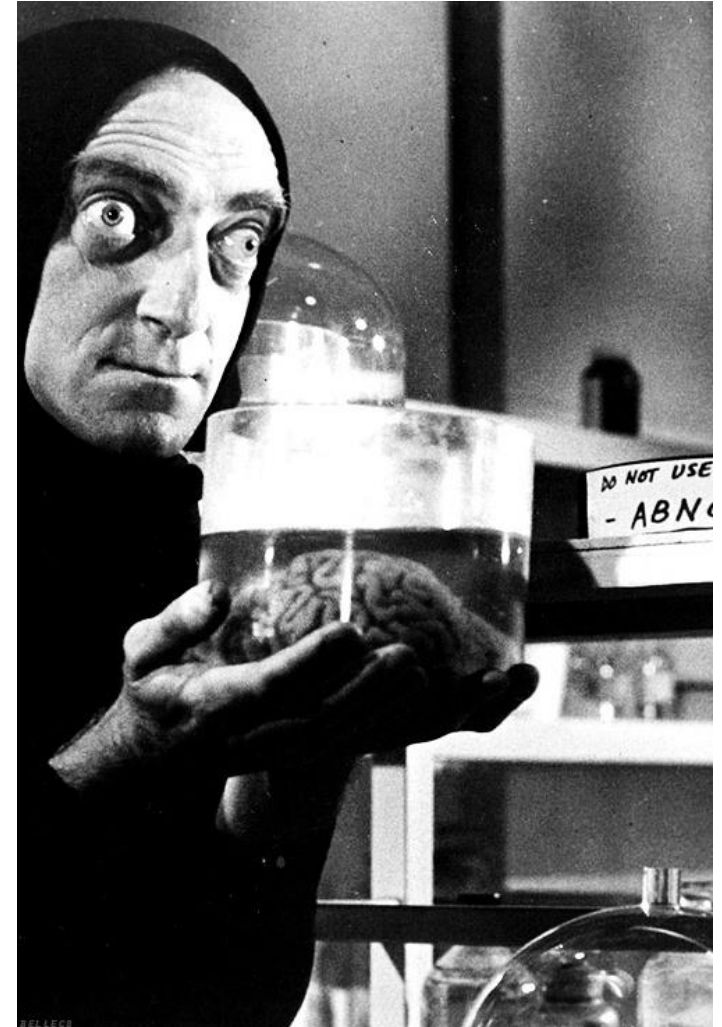
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T11-2023-00381-v002



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Summary

Thinks to consider

- Information to get us thinking
- Make everyone aware of the problem
 - Hosts are more aware, non-hosts are less aware
 - < 20% of the members are actively hosting
 - 4-5 member companies and 2 associated organizations
 - Current path unlikely to be viable for long
- COVID changed things
 - Including meeting fees in room rate
- Action Item
 - Discuss within the member companies
 - Consider hosting 😊
 - Return in February 2024 with your thoughts
 - Devise a solution by October 2024



What's the problem?

Meeting planning is becoming unworkable

- In-person attendance is unpredictable
 - Hosts not able to get an accurate count
 - Costs are based on attendance
 - Hosts end up covering mis-calculations in costs
 - I.e., unused room nights, excess food and beverage, etc
- Hotel contracts are less flexible
 - Very few hotels will include meeting room costs in room rates
 - This is a change in tradition
 - Attrition rates are not as flexible
 - Hotels used to allow 20%, now it is 10% or less
 - Reservation windows are shorter
- Meeting hosting is generally harder
 - Challenges with member company accounting requirements
 - Contracts less flexible
 - Exposure to hotel minimums



Plan of Action

Next steps

- Select a direction
 - Explore the implementation of hybrid meeting requirements, including access and attendance requirements (both remote and in-person)
- Recommend some actions
 - Explore the implementation of a meeting fee
- Implement a new system in 2024
 - Continue operating “as-is” for February / April
 - Implement new system April / June
 - Monitor benefits and impacts June / August
 - Finalize operations August / October



What's the other problem?

Cost of hosting meetings

- Meeting costs have increased
 - Includes: meeting rooms, audio/visual connections, food and beverage, room night minimums, reception (optional)
 - Currently, paid by the host company
 - In the past, members paid meeting costs in the room nights rates
- Macro-economic impacts to hospitality industry
 - Hotel room rates have increased 17% in 2023
 - [PCMA](#) – Professional Convention Management Association
 - Hoteliers are increasing prices to cover costs (fuel, labor, laundry, food, etc)
 - Average room rates are \$212 (up 54% from 2022)
 - From the [Hopper](#) travel site
 - T11 base room rate has been \$180 since 2012
- Increased costs and unpredictability of attendance are impacting host companies
 - Fewer companies willing to host meetings
 - Inability to finalize locations and hotels in a timely manner
 - Difficulty for membership to plan travel expenses for the year



Is there another problem?

Tracking and managing membership involvement

- In-Person (pre-COVID)
 - Emphasizes commitment requirement
 - Simplifies hosting (i.e. attendance counts for room nights)
 - Could impact membership interest
- Remote only (COVID)
 - Softens commitment requirement
 - Eliminates hosting activities
 - Impacts standards development
- Hybrid (post-COVID)
 - Blends commitment requirements
 - Complicates hosting (i.e. determining room nights)
 - May impact both membership interest and development progress



Attendance Matters



Assumptions and Recommendations

Comments from the field 😊

- In-person meetings are valued
 - Brings the Fibre Channel community closer together
 - Development efforts progress more efficiently
 - Attendance expectations are more predictable
 - Simplifies meeting planning and budgeting for hosts
- Remote access is helpful
 - Attendance flexibility for members
 - Low cost access for guests
- Recommendations
 1. Establish a mechanism to manage meeting costs
 - Example, implement a meeting registration fee
 2. Establish in-person and remote requirements
 - Example, require remote access capabilities
 - Example, implement minimum in-person requirement



The cost of Participation

INCITS membership

- INCITS membership

- \$2275 for 2023
- Administrative costs of standards development
 - Document management, publication, and processing
 - Liaison relationship (i.e. ANSI/ISO, NIST, etc)
- INCITS Participation Fees Information
 - *“All levels of participation pay annual service fees (subscriptions begin each December 1 and extend to each November 30). These fees directly support INCITS and its program of work, including standards processing, web integrated services for the members (document repositories and distribution, balloting, email), meeting support and marketing. INCITS also supports the Secretariats held by the U.S. National Body at ANSI.”*

The cost of Participation

Fibre Channel (T11) membership

- [INCITS/Fibre Channel](#) participation
 - Time and effort 😊
 - Meeting fees
 - Travel costs
 - Airfare
 - Hotel
 - Rental car
 - Food
 - Miscellaneous fees
 - Traditionally included in room rates
 - For in-person attendance (pre-COVID)

Sample Costs	Averages
Daily	\$430
Weekly	\$1300
Annually	\$7240
All-in (one person)	$\$7240 + \$2275 == \$9515$
Room rates	\$130 - \$230

References

Notes from November Meeting

(T11-2023-00381-v000)

Meeting Attendance

Objectives and Considerations

- Objectives
 - Determine the attendance requirement policy for T11, T11.2, and T11.3
 - Increase/maintain membership participation
- Change to EB policy
 - Each TC can decide to remove the requirement for remote participation
 - Each TG can make a recommendation for consideration by their parent TC
 - Actions require a majority vote
 - TC reports back to the INCITS Secretariat (Lbarra@itic.org)
 - Date of vote and details of meeting participation
- Options
 - Require remote access
 - Existing policy (i.e. the COVID rules)
 - No remote access
 - Pre-COVID policy
 - No “requirement” for remote access
 - A “best effort” policy
 - Provide remote access for special circumstances (ex. Guest speakers, alternate members, Expert Groups)

Meeting Attendance

Recommendation

- Remote access options
 - “Required” (i.e. required to conduct business)
 - “Best effort” (i.e. not required to conduct business)
- Plenary implications (membership requirements)
 - In-person only
 - I.e. in-person attendance is required to maintain membership
 - Attending members guaranteed to maintain membership status
 - Implies remote access is “not required” to conduct business
 - Hybrid (i.e. some % in-person / some % virtual)
 - Ex. In-person meeting attendance required for two-thirds (4 out of 6 a year) or half (3 out of 6 a year) of the meetings
 - Implies remote access is “required” to conduct business
- Expert Groups
 - Provide remote access for Expert Groups
 - Includes guest speakers and alternate members
- Recommendation: Proceed with remote access is “required”, but with enticements
 - Use meeting fees to entice in-person attendance
 - Vote in December
 - TGs recommend and TC votes on recommendations

Fibre Channel business meetings

T11, T11.2, and T11.3 plenaries

- Current operation
 - Membership pays for cost of meetings at host hotels
 - Costs of hosting meetings: meeting room fees, F&B costs, AVI, other hotel fees, etc
 - Costs are bundled with room rates
 - Members attending in-person bare the cost of the meetings
 - Hosting company covers
 - Reception costs (option)
 - Excess expenses
- Problems
 - Hotels no longer support bundling meeting fees with room rates
 - Hotel rates are increasing (macro inflation, post COVID demand, hotel staffing, etc)
 - Bundling requirement limits meeting sites and hotel options
- Options
 - Continue bundling requirement
 - I.e. only utilize locations/hotels that will bundle
 - Hosting company covers meeting costs
 - ex. August and October meetings
 - Create a “meeting fee” to cover the meeting costs
 - New function requiring meeting fee administration
 - Others?

Fibre Channel business meetings

Meeting fee recommendation

- Recommendation
 - Separate room rates from meeting fees
 - Spreads cost of meetings to all attendees (in-person and remote)
 - Reduces hosting company exposure to “excess expenses”
- Challenges
 - Collecting meeting fees
 - T11 – The TC must establish a treasurer (among other things)
 - FCIA – Has a treasurer, but needs to establish a system for collection of meeting fees
 - Fees structure example
 - \$250 – In-person attendance at the host hotel
 - \$750 – Remote attendance or in-person not at the host hotel
 - \$1000 – Late registration attendance (in-person or remote)

Hosting observations

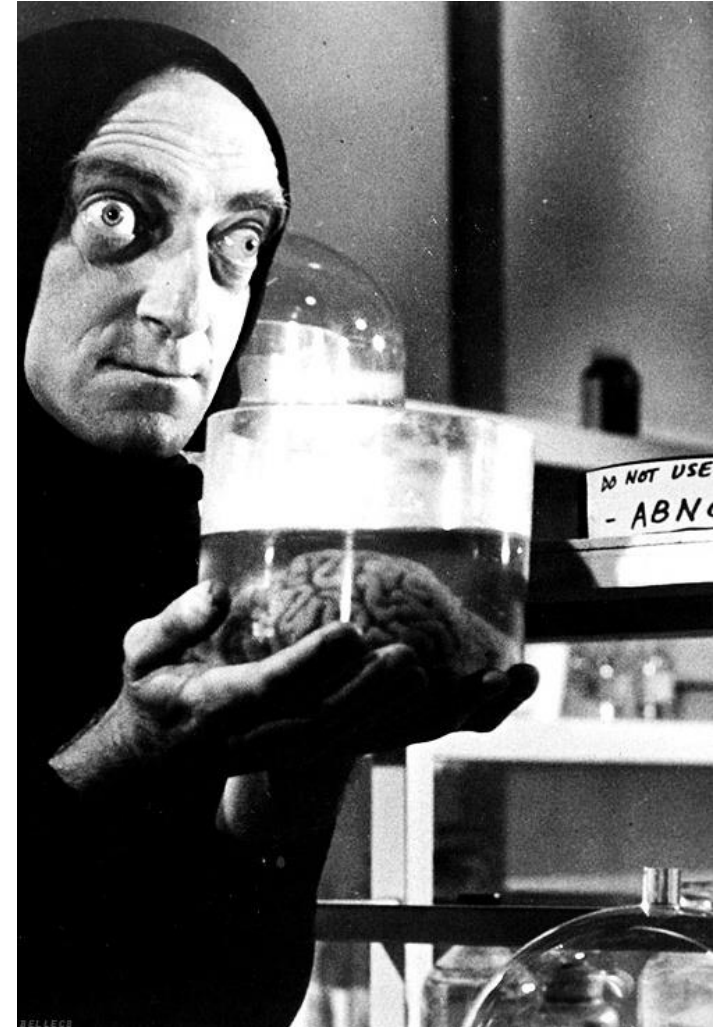
Options

- Hosts are hard to come by
 - Smaller membership, fewer companies able/willing to host
 - Task of hosting is “administratively” loaded 😊
- Costs are unpredictable
 - In-person attendance is unpredictable
 - Could change based on change to attendance policy
 - Hosting company typically liable for short fall on room nights
 - Average is around 50-room nights
 - One or two members’ plans disrupted can lead to shortfall
- Options for consideration
 - FCIA collects meeting fees and assists hosting company
 - FCIA becomes “perennial” host
 - “Host” company covers cost of reception
 - Hosts use HPN Global exclusively

Next Steps

December meeting

- Detailed proposals
 - Howard Johnson and Mike Blair
- Other actions
 - Remote access recommendation
 - Vote at December meeting
 - Meeting fee and hosting recommendations
 - Discuss at December meeting



Thank You

Howard Johnson

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Thank you