

February 13, 2017

Dear Kimberly Baldwin,

The National Association of County and City Health Officials (NACCHO) is pleased to offer you a 2017 MRC Training Invitation to attend the MRC Leadership Summit, April 24, 2017 in Atlanta, GA. This funded training invitation is intended to provide an in-depth workshop on some of the newest MRC tools and resources, to connect with MRC and preparedness colleagues, share new research, and learn how to implement model practices that enhance capabilities to prepare for, respond to, and recover from disasters and emergencies.

As an MRC Training Invitation recipient, your presence is required at the MRC Leadership Summit being held Monday, from 9:00 A.M. through 4:30 P.M. Attending this workshop requires that you schedule your travel to arrive Sunday evening if you are outside of commuting distance. A draft agenda for the MRC Leadership Summit is attached.

**By accepting this award, you agree to:**

- Attend the MRC Leadership Summit on April 24, 2017.
- Immediately notify NACCHO if you are unable to attend for any reason (i.e., health issues, job change, or travel restrictions, etc.).
- Complete session/summit evaluation(s) as required.

**The 2017 Preparedness Summit MRC training invitation will include the following:**

- MRC Leadership Summit registration fees – April 24, 2017
- Lodging for Sunday, April 23, 2017

**The 2017 Preparedness Summit MRC training invitation will not include:**

- Registration for the NACCHO Preparedness Summit (April 25-28, 2017)
- Travel expenses to and from the conference
- Extended Stay (Hotel or Airfare)
- Rental cars
- Hotel/Airport parking
- Ground Transportation (i.e., taxis or shuttle)
- Airline baggage fees
- Mileage
- Incidentals

Please confirm that you are accepting this MRC Training Invitation by **Wednesday, February 15, 2017** by emailing your acceptance to [mrc@naccho.org](mailto:mrc@naccho.org), Attn: Kathy Deffer. If you have any other questions about the meeting, please call Kathy Deffer at NACCHO (202) 507-4203 or e-mail [mrc@naccho.org](mailto:mrc@naccho.org).

Sincerely,



**A Chevelle Glymph, MPH, CPM**

Director, Community Preparedness and Resilience  
National Association of County and City Health Officials (NACCHO)  
Attachment: MRC Leadership Summit Agenda