



**FEMA**

## **US&R GENERAL MEMORANDUM – 2016-025a**

April 28, 2016

**FOR:** National Urban Search & Rescue Response System  
Task Force Representatives

**FROM:** Wanda Casey, Chief  
Program Management Section  
Urban Search and Rescue Branch

**SUBJECT:** US&R General Memorandum 2016-025a – (Revised) Advisory Group &  
Subgroup Meetings

This General Memorandum is revised to clarify that in addition to all Advisory Group and Subgroups/Units meetings on June 15<sup>th</sup> and 16<sup>th</sup>, on June 14<sup>th</sup> there will be four meetings in progress:

- Senior Staff meeting
- Functional Group Leaders meeting with Subgroup/Unit Leaders
- Communications Subgroup and SME's meeting
- IST Cache Leveling Ad Hoc meeting

The purpose of this General Memorandum (GM) is to provide you with information regarding the series of National Urban Search and Rescue (US&R) Response System (the System) meetings that are scheduled to take place on June 14-16, 2016 at the Miami-Dade Fire Rescue Training Center 9300 NW 41 Street Doral, FL 33178. Florida Task Force 1 (FL-TF1) will be hosting the Advisory Group Meetings on June 14, from 8:00 am to 4:30. The Advisory Support Group/Subgroup Meetings will be held on June 15 and 16 from 8:00 am to 4:30 pm. It is anticipated that all return travel for participants will be no later than June 17.

By way of this GM, all System task forces are authorized to spend FY 2015 Cooperative Agreement funding on this and other travel-related expenses pertaining to this event, provided that the task force has this expense within their budget plan and is not prohibited by their task force Sponsoring Agency.

**Registration:** All attendees should register on Eventbrite for each event they are attending at: <https://www.eventbrite.com/e/fema-usr-advisorysubgroup-meetings-tickets-24035491803>. The registration site access password is: "usar."

### **Travel Information:**

- **Airports** – There are two major airports serving the area:
  - (Primary) Miami International (MIA) is 15 minutes away
  - (Secondary) Fort Lauderdale (FLL) is 40-60 minutes away
- **Ground transportation** –

- FL-TF1 will provide transportation to and from the airport, if needed. If you require transportation, please contact Chief Brandon Webb at the number below by June 1, 2016.
- Additionally, FL-TF1 will provide transportation to and from the hotel to the meetings.

**Hotel Accommodations:**

- The host hotel for this event is the InterContinental at Doral Miami Hotels and Resorts located at 2505 NW 87 Ave. Doral, FL 33172. Rooms have been reserved at the government rate of \$124.00 per night (plus applicable taxes).
- **Room reservations must be made by Monday, May 23, 2016**. The rooms will be reserved under Florida Task Force 1.
- To make reservations, visit the INTERCONTINENTAL AT DORAL MIAMI website via the attached link [Miami-Dade Fire Rescue](#)
- To make your reservation by phone please call **1-800-305-0029**.

All questions related to this event and transportation needs should be directed to FL-TF1 Deputy Program Manager Brandon Webb at (786) 331-4486.

cc:

US&R Strategic Group  
US&R Advisory Group  
US&R Advisory Support Groups  
US&R Branch Staff  
FEMA Regional/Federal/International ESF #9 Representatives