

From: [SWMHE](#)
To: [SWMHE](#)
Cc: [Leza, Janelle](#); [VCHCC](#)
Subject: TOMORROW'S Final Planning Meeting (FPM)
Date: Tuesday, October 8, 2019 11:03:04 AM
Attachments: [image001.png](#)

Hello Exercise Leads,

We look forward to seeing you, tomorrow.

Important items regarding the Final Planning meeting:

- The meeting will be in-person; no webinar option or recording will be made available.
 - We will address all of the “Day of the Exercise” items (e.g. briefing, SitRep, etc.).
 - This will be your last opportunity to ask the design team questions prior to the exercise.
- The meeting is intended for Exercise Leads.
 - You are welcome to bring other representatives from your site with you if you wish.
 - If you are the Exercise Lead and unable to attend the meeting, please make every effort to have a representative attend in your place.
- **DON'T FORGET TO REGISTER!**
 - Meeting location, directions, and calendar invitation are provided in the [meeting registration](#). Please register via the following link:
<http://events.constantcontact.com/register/event?llr=wjqztt5ab&oeidk=a07egn19jfd3f4d0de6>
 - When you register, a confirmation screen will appear with the option to view/print your ticket. **Please be sure to save a copy of your ticket immediately upon registering – you will need to present it upon your arrival to the meeting and the system does not include your ticket when you add the event to your calendar.**

Thank you,

SWMHE Design Team

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[2019 Exercise Webpage](#)

