

Event: TBD: DOI All Hands/Town Hall Meeting

Start Date: 2025-03-10 04:00:00 +0000

End Date: 2025-03-11 04:00:00 +0000

Organizer: OFAS, Meetings Events <OFAS_Meetings_Events@ios.doi.gov>

Location: Yates Auditorium

Class: X-PERSONAL

Date Created: 2025-02-18 21:26:51 +0000

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Priority: 5

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Attendee: Ackerman, Jennifer A <jennifer_ackerman@ios.doi.gov>; Mcsheffrey, Kathleen C <kathleen_mcsheffrey@ios.doi.gov>; Repass, Kristin E <kristin_repass@ios.doi.gov>; Martin, Kathryn A <kathryn_martin@ios.doi.gov>; Johnson, Ashley A <ashley_johnson@ios.doi.gov>

Details

Start time: 1:30pm

Guest arrival: 1pm

Guest: 600 expected overflow in Bison Bistro

Run time: approximately one hour

Run of show: Pending

Room Requirements

- Stage curtain open with mural displayed
- Podium: **TBD**

AV Requirements

- 2 Wireless lavalier Microphones
 - primary
 - back up
- Tele-prompted remarks: No. PowerPoint with notes to second confidence monitor
- Off stage Announce
 - Push to Talk microphone at client Tech table
- 2 Confidence monitors
 - Notes slideshow
 - Slideshow
- Projector
 - slide show repeated throughout remarks
- 4 iMags
 - two inside first break, facing stage - notes
 - two 'pit' area, facing attendee - **Slideshow**
- Web cast
 - vimeo to DOI.gov/live
 - **pending cover slide**
- **Caption pending - TBD**
- **ASL interpreter pending - TBD**