

**MEMO# 33778**

September 20, 2021

## **Registration Open - Virtual Operations Committee Meeting October 20-21 2021**

[33778]

September 20, 2021

TO: Operations Committee RE: Registration Open - Virtual Operations Committee Meeting  
October 20-21 2021

The next Operations Committee meeting will take place on Wednesday, October 20 and Thursday, October 21, 2021. Due to the current challenges and travel restrictions, the meeting will be held via virtual sessions. We are dividing the meetings into four parts, two each day, and there will be a detailed agenda covering all sessions sent out shortly.

### **Sessions**

#### *October 20th*

Session 1 (11:00 am - 12:30 pm ET)

Session 2 (2:00 pm - 3:30 pm ET)

#### *October 21st*

Session 3 (11:00 am - 12:30 pm ET)

Session 4 (2:00 pm - 3:30 pm ET)

The sessions will be facilitated using Zoom. Committee members are encouraged to log into the meeting using the Zoom application and the voice over internet protocol (VOIP) functions. If you do not have the ability to participate via the Zoom application and VOIP, provide the telephone number you will be calling from in your registration as this information will be used to admit you to the call.

After you are registered, you will receive an email confirmation. Your unique Zoom login information will be sent to you one day in advance of the meeting. You will receive a second reminder one hour before the start of the meeting. This link should not be shared with others; it is unique to you. If you have any questions, please email [magen.dargon@ici.org](mailto:magen.dargon@ici.org). Please try and join 15 minutes before to help ensure we start on time.

## Shop Talk

Committee members or their substitutes are encouraged to submit shop talk items either through the online registration process or to Marty Burns at [mburns@ici.org](mailto:mburns@ici.org) or 202 657 7946 no later than October 13, 2021. We find that our discussion is most effective when meeting attendees have enough time to review and prepare response to shop talk questions prior to the meeting.

## Online Registration

To register for the Operations Committee meeting, please visit our registration site at <https://cvent.me/qM14Ny>. Please note that the only way to register for the Operation's virtual meeting sessions is through the Cvent link above. ***Log in details will be sent to registered attendees only through your Cvent confirmation.***

If you have questions about registration, please contact Magen Dargon at 202-326-5943 or [magen.dargon@ici.org](mailto:magen.dargon@ici.org).

We look forward to seeing you online!

Rheeta Wise  
Chair - Operations Committee  
President, MFS Service Center, Inc.

Martin A. Burns  
Chief Industry Operations Officer

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