Awardee Meeting Agenda

September 19, 2016
NIEHS Building 101  Rodbell Auditorium
Research Triangle Park, North Carolina

Noon–1:00 p.m. **Registration** ........................................................... Building 101 Lobby

1:00–1:10 p.m. **Welcome** .............................................................. Rodbell Auditorium
- Joseph “Chip” Hughes, Jr.

1:10–1:45 p.m. **Brief Grantee Introductions**

1:45–2:30 p.m. **NIEHS Updates/Clearinghouse Update**
- Chip Hughes, Sharon Beard, Kathy Ahlmark, Demia Wright and Jim Remington, NIEHS Worker Training Program (WTP)
- Pam Clark and Lisa Edwards, NIEHS Grants Management Branch (GMB)
- Deborah Weinstock, National Clearinghouse/MDB, Inc.

2:30–3:00 p.m. **Evaluation Approach for Infectious Disease Response Worker Training Program (IDR WTP)**

3:00–3:30 p.m. **General Discussion: Collaborations, Curricula Development, Reporting, Succession Planning and Continuity, Q&A**

3:30–3:45 p.m. **Break**

3:45–5:00 p.m. **Concurrent Sessions**
- **Business Official Meeting** ....................................................... Rodbell C
  Pam Clark and Lisa Edwards, NIEHS GMB
- **Program Official Meeting** ..................................................... Rodbell AB
  Chip Hughes, Kathy Ahlmark, Demia Wright and Jim Remington, NIEHS WTP
  HWWT/HDPT/DOE Issues
- **Environmental Career Worker Training Program (ECWTP) Meeting** ................................ lake View Conference Room
  Sharon Beard, NIEHS WTP

5:00 p.m. **Adjourn**

5:15 p.m. **Bus Departs for Page Road Grill**

6:00 p.m. **Dinner at Page Road Grill*** (5416 Page Road, Durham)

*Please plan to take a taxi from the restaurant back to the hotel following dinner.

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**Available Training**

9:00–11:00 a.m.
**Accessible Documents – Windows and Mac**
Room A012
NIEHS Computer Staff

11:00 a.m.–Noon
**Data Managers - How to log into and navigate the DMS**
Room A012
How to report training numbers;
How to upload curricula; How to upload progress reports; Timelines for submitting progress reports;
Who to call for help.
Lynn Albert, MDB, Inc.

2:00–4:00 p.m.
**Advanced Section 508 Debugging in Adobe Acrobat Version XI**
Room A012
NIEHS Computer Staff

4:00–5:00 p.m.
**Data Managers - How to log into and navigate the DMS**
Room A012
How to report training numbers;
How to upload curricula; How to upload progress reports; Timelines for submitting progress reports;
Who to call for help.
Lynn Albert, MDB, Inc.