

# **National Legal Aid & Defender Association's New Leadership Conference**

A project of the National Defender Leadership Institute  
September 18 to 21, 2002 ~ Austin, Texas

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## **LOGISTICAL INFORMATION**

- CONFERENCE SCHEDULE:** Please note: The conference starts at 4:00 pm on Wednesday, September 18<sup>th</sup>. Please make sure you're on time. Attendance at the opening session is important because each session builds on earlier sessions through Saturday afternoon.
- CONFERENCE LOCATION:** **Omni Austin Hotel Downtown**  
700 San Jacinto Blvd.  
Austin, Texas  
(512) 476-3700  
Reservations: (800) 843-6664  
Guest Fax: (512) 397-4885
- HOUSING:** NLADA conference attendees staying at the Omni will receive a special discounted room rate of \$94.00 single/double per night, exclusive of taxes. The deadline date for reservations is August 28, 2002. After that date, requests for reservations will be accepted on a space and rate availability basis. All reservations must be guaranteed by credit card or deposit. **Be sure to inform the reservations agent that you are with the NLADA conference to secure the discounted rate.**
- TRAVEL:** Special airfare discounts of up to ten percent are available to the Austin-Bergstrom International Airport on United, Continental and Southwest Airlines. Phone United at (800) 521-4041 (meeting identification code 556AI); Continental at (800) 468-7022 (reference number VP4B8V); or Southwest at (800) 433-5368 (ID Code J7172). Fares are subject to airline terms and availability.  
Austin-Bergstrom International Airport is about 25 minutes from the hotel.
- CANCELLATION POLICY:** Registration cancellations must be received in writing no later than August 26, 2002. Cancellations, transfers and refunds are subject to a \$30 administrative charge. After August 26 registrations are transferable but not refundable. Transfer requests must be received within 30 days after the conference to be considered. Transfers must be applied to another NLADA event scheduled prior to December 31, 2003 or will be forfeited. Substitutions may be made at any time with written notification to the NLADA Conference Office.
- CONFERENCE REGISTRATION:** Registration will begin on Wednesday, September 18th from 8:00am to 10:30am and again from 2:00pm to 6:00pm. The conference will conclude on Saturday, September 21st at no later than 4:30p.m. A final agenda with specific session room locations will be available at registration.



**PRE-  
CONFERENCE  
ASSIGNMENT:**

Participants will be asked to bring with them a “Strategic Challenge” on which they wish to focus. Detailed instructions for preparing a brief description (1 to 2 pages) of your challenge are enclosed in this packet. Instructions will also be available on the NLADA web page at [www.nlada.org](http://www.nlada.org). Each participant will work through several stages to develop an action plan that will effectively address the strategic challenge. Small group sessions will help each person apply specific leadership skills to the initiative under scrutiny. Each participant will return home with very practical steps to meet his or her specific leadership goals.

**STRATEGIC  
CHALLENGE  
WRITE-UPS:**

To make the most of this personalized leadership-training program, the faculty has requested that each registrant prepare a “Strategic Challenge” according to the enclosed instructions. This pre-conference writing assignment should not take more than an hour to complete and should be no longer than two sides of a typewritten page. Please bring **10 copies** with you to the conference for distribution to your core learning group members.

**MATERIALS AND  
BINDER:**

At the beginning of September, you will receive a second mailing of conference materials. You will need to review all the materials carefully and bring them with you to the conference. Please do not forget to bring these readings with you to use throughout this interactive leadership training. (Please note: conference organizers must charge for on-site reproductions if participants forget their materials – and these copying charges are often quite high).

**PARKING:**

Parking for hotel guests is currently available by Valet for \$12 or Self Parking for \$8.00. Both have in-and-out access. If you would like a copy of driving directions, please call the Omni Hotel at (512) 476-3700.

**PROGRAM  
UPDATES:**

Check NLADA’s Web site for agenda updates or other information about the conference at [www.nlada.org](http://www.nlada.org).

**WEATHER:**

It’s still summer in Texas. The temperature in Austin ranges from the 90’s during the day to the low 60’s at night. Meeting rooms tend to be cool so you may wish to bring a light jacket or sweater.

**CLE:**

NLADA has applied for continuing legal education credits in most states that have mandatory CLE requirements. CLE forms, instructions, and a list of accrediting states will be included in the on-site registration packets.

**RECREATION  
FACILITIES:**

The Omni has a 20<sup>th</sup> floor state-of-the-art Health Club, including a roof-top pool and hot tub, open 6am to 11pm daily. These facilities are free for hotel guests. Please visit the concierge desk for specific information about area restaurants, nightclubs and tours in the Austin Area.

**ACCESSIBILITY:**

Please advise NLADA if you have any special needs with which we can assist you.

**NON-SMOKING  
ROOMS:**

Non-smoking accommodations are available on request. All meeting rooms will be smoke free.



