



## Department of Health and Human Services American Indian and Alaska Native Health Research Advisory Council (HRAC) Meeting

October 7, 2010  
Albuquerque, New Mexico

### GENERAL INFORMATION

#### Meeting Site

The Sheraton Albuquerque Uptown will serve as the location for the AI/AN Health Research Advisory Council. It is located at 2600 Louisiana Boulevard NE, Albuquerque, New Mexico 87110. The phone number is (505) 881-0000. The meeting will be held on October 7, 2010. The expected travel dates are Wednesday, October 6, and Friday, October 8.

#### Meeting Confirmation

Delegates are to confirm their attendance with Kristi Fitzpatrick at [kfitzpatrick@namsinc.org](mailto:kfitzpatrick@namsinc.org) if you have not already done so. You can also confirm via phone at 571-323-5639. **If you are unable to attend, please contact your alternate to ensure representation.**

#### Accommodations

A block of rooms have been reserved at the Sheraton Albuquerque Uptown, at the lodging rate at \$81.00 per night (plus 13% state and local taxes) for a standard room. Please contact Kristi to make any special requests (King vs. Double, early arrival, handicap accessible, etc.).

- ❖ NAMS will cover the cost of your hotel room. However, incidentals are not covered. The hotel requires a credit card imprint at check-in to cover such incidentals as telephone calls, internet usage, etc.

- ❖ If you need to cancel your reservation, you must notify the hotel at least 24 hours prior to 4:00PM the day of arrival, to avoid a cancellation fee.
- ❖ Check-in time at the hotel is 3:00PM. If your schedule requires an early check-in time, please advise NAMS. However, the hotel cannot guarantee an early check-in. Check-out time is 12:00PM. Luggage storage can be arranged upon request.
- ❖ Sheraton amenities include swimming pool, fitness center, business center, wireless internet access, onsite dining, safety deposit boxes, and a gift shop.
- ❖ For more information, you can visit the Sheraton Albuquerque Uptown website at [www.Sheraton.com/Albuquerque](http://www.Sheraton.com/Albuquerque).

#### Climate

During the month of October, the Albuquerque area has an average high temperature of 71 degrees and an average low of 43 degrees.

#### Air Transportation

If you reside outside the Albuquerque, NM area you are responsible for making your travel arrangements through **MS Destinations**, NAMS' travel agent.



Please contact **Mary Baumann** of MS Destinations at **(703) 287-8998** or **(800) 277-8824** and reference the **AI/AN Health Research Advisory Council** in order to book your travel. Upon booking your travel, you will receive an e-mail with your itinerary.

### **Expense Reimbursement**

Airfare and lodging will be master billed to NAMS. The contract will pay for travel to/from the meeting according to Federal Travel Regulations. Meals and incidentals will be paid at the per diem rate for Albuquerque. All other travel expenses (e.g. ground transportation and parking) will be reimbursed once an expense reimbursement form is submitted with original receipts. **Rental cars will not be reimbursed.** Reimbursement forms will be provided to you at the meeting.

### **Ground Transportation**

From Albuquerque International Airport (ABQ)

#### **Taxis Service:**

Taxis are available 24 hours a day from Albuquerque Sunport, and will provide pick up and drop off service at the hotel as requested. Rates average \$20.00 one-way.

#### **Shuttle Service:**

Albuquerque Sunport International is less than 9 miles from the hotel, and the ride takes approximately 15 minutes. Shuttle service to and from the hotel can be requested in advance, or you can purchase your transfers at the baggage claim area when you arrive. Rates range from \$15 one-way and \$28 round-trip. For more information, contact Sunport Shuttle at (866) 505-4966.

#### **Bus Service:**

The Rapid Ride Station is located less than 3 blocks from the hotel. The Rapid Ride Red Line travels an 11-mile route along Central Avenue from Unser to Wyoming, then north on Wyoming to the Uptown shopping district. The rate is \$1.00. For more information, call (505) 243-7433 or their website at [www.cabq.gov/transit/rapid-ride](http://www.cabq.gov/transit/rapid-ride).

### **Parking**

Free Self Parking Facilities.

### **Driving Directions to Hotel**

#### **From East**

Take I-40 West to Louisiana Boulevard. Take the Louisiana Exit and turn right (north). The hotel is located at the northeast corner of Louisiana Boulevard and Menaul Boulevard.

#### **From North**

Take Interstate 25 South to Interstate 40 East. Continue east on I-40 and take the Louisiana Exit. Turn left (north) and the hotel is located on the northeast corner of Louisiana Boulevard and Menaul Boulevard.

#### **From West**

Take I-40 East to the Louisiana Exit. Turn left (north) and the hotel is located at the northeast corner of Louisiana Boulevard and Menaul Boulevard.

#### **From South**

Take I-25 North to I-40 East. Take the Louisiana Exit and turn left (north). The hotel is located at the northeast corner of Louisiana Boulevard and Menaul Boulevard.