



Protocol & Diplomacy International – Protocol Officers Association
15th Annual International Protocol Education Forum
Monday, 1 August – Thursday, 4 August 2016
The Four Seasons Hotel, Atlanta, Georgia

#protocolATL16 FORUM SCHEDULE

Unless otherwise noted, all functions are at the Four Seasons Hotel Atlanta. All forum hotel space is on the fourth (4th) floor except for breakfasts and other breakouts sessions in Savannah Hall (3rd floor) and the Welcome Reception and Silent Auction (50th floor).

MONDAY, 1 AUGUST 2016

Attire: Business Casual

- 12:00 – 6:00 pm *Forum Check-in*
- Attendees may pick up their registration packets in the elevator lobby, 4th floor.*
- 2:00 pm *Volunteer Committee Orientation*
- Members of the Volunteer Committee should report to the Ballroom Foyer, 4th floor, for a brief orientation and for their assignments. Casual attire is acceptable.*
- 5:00 – 5:45 pm **New Member and First Time Attendee Orientation** **Augusta Room**
Ms. Lanie Denslow, President, PDI-POA
Ms. Monica Earley, Vice President of Membership, PDI-POA
- 5:30 pm *Silent Auction Registration Begins*
- Sign up for your bid number and preview the action!*
- 6:00 – 8:00 pm **Welcome Reception and Silent Auction** **50th Floor Ballroom**
Presented by Hartsfield-Jackson Atlanta International Airport, 2016 Diamond Sponsor,
and in support of the 2016 forum charity, The Global Soap Project
- Please note: The 50th floor is not accessible via the guest elevators. Report to the hotel main lobby and follow either the directional signage or the instructions of hotel staff or forum volunteers.*

TUESDAY, 2 AUGUST 2016

Attire: Business

7:00 – 8:00 am	Breakfast <i>Authors Corner</i>	Savannah Hall
8:00 – 9:00 am	Opening Ceremony	Ballroom
9:00 – 10:15 am	PLENARY SESSION #1 Backs Against the Wall: Cross-Cultural Literacy in Motion Ms. Louise Blais, <i>Consul General of Canada in Atlanta</i> Mr. Nagesh Singh, <i>Consul General of the Republic of India in Atlanta</i> Moderated by Ms. Abby Turano, <i>Chief of Protocol of the State of Georgia, PDI-POA 2016 Forum Program Chair</i> , and Ms. Vanessa Ibarra, <i>Chief of Protocol, City of Atlanta</i>	Ballroom
10:30-11:45 am	BREAKOUT SESSION BLOCK #1 <i>Choose one among the following:</i> <ul style="list-style-type: none">• Back to the Basics: Precedence and Seating Savannah Hall Ms. Monica Earley <i>Former Chief of Protocol, U.S. Air Forces Special Forces Command</i>• Beyond the Basics: Contemporary Titles and Forms of Address Augusta Room Mr. Robert Hickey <i>Deputy Director, The Protocol School of Washington</i>• Flower Power: Unique Designs for Contemporary Events Madison Room Mme Marie-Laure Coste Dujols <i>Owner and Lead Designer, Le Jardin Français</i> Ms. Rachel Emery <i>Sales and Marketing Manager, Le Jardin Français</i>• May I Present You with the Key to the City?: Civic Commemorations, Ceremonies, and Recognitions Callaway Room Ms. Cathy Bowles <i>Chief of Protocol, City of Ottawa</i>	
12:00 – 1:15pm	Lunch <i>Open Networking Lunch. Please sit with peers you have yet to meet. Each table will have a sealed envelope with different hot topics or starter questions. We encourage those to be used as conversation catalysts and opportunities to share best practices.</i> <i>Introduction of the Protocol Prose Book Club, Ms. Sonia Garza-Monarchi, former PDI-POA President, Vice President of Education, and Member of the Board</i>	Ballroom

Special Guest Appearance by Chef Holly Chute, Senior Georgia Grown Executive Chef and former Executive Chef of the Governor's Mansion for six administrations

1:30 – 2:45 pm

INDUSTRY BREAKOUT BLOCK #1

These sessions are designed for individuals in similar and allied professions to discuss common challenges and potential solutions through moderated, but open, discussion. You may attend any of these sessions.

- **Private Industry** **Callaway Room**
Ms. Darlene Hayes, *Diplomatic Relations Coordinator, The Coca-Cola Company*
Mr. Christopher Leno, *Chief of Protocol and Manager of Executive Protocol Office, Sandia Laboratories*
- **National Government** **Savannah Hall**
Ms. Ginny Raderstorf, *Department Chief, Executive & Legislative Affairs, Walter Reed National Military Medical Center*
- **Academia** **Madison Room**
Ms. Kathy Cook, *Director of Operations, Arizona State University*
Ms. Florine Postell, *Program Director, University of Cincinnati*
- **Career Development** **Augusta Room**
Ms. Ann Blasick, *Corporate Relations Manager, Scheller College of Business, Georgia Institute of Technology*
Ms. Nancy Gimbel, *Assistant Dean of Student Engagement (MBA Programs), Scheller College of Business, Georgia Institute of Technology*

3:00 – 4:15 pm

PLENARY SESSION #2

Ballroom

The Evolution of First Spouses: A Conversation with Georgia's First Ladies

- Ms. Sandra Deal, *First Lady of Georgia (2011-present)*
- Ms. Mary Perdue, *former First Lady of Georgia (2003-2011)*
- Moderator: Ms. Ember Bishop, *Deputy Commissioner of Economic Development for International Affairs, State of Georgia*

Special Commentary by Ms. Jennifer W. Dickey and Ms. Catherine M. Lewis, co-authors of Memories of the Mansion: The Story of Georgia Governor's Mansion

4:30 – 5:45 pm

INDUSTRY BREAKOUT BLOCK #2

- **Military & Defense Contracting** **Callaway Room**
Ms. Deborah Henton, *Team Lead, Protocol & Events, NAVSEA*
Mr. Janiel Toh, *Head of Protocol, Office of the Chief of the Navy, Republic of Singapore*
- **State, Provincial, and Municipal Governments** **Savannah Hall**
Ms. Lina Bigioni, *Chief of Staff, Regional Municipality of York, Ontario*
Ms. Karen Bryk MVO, *Deputy Chief of Protocol, Government of Manitoba*

- **Personal Entrepreneurship, Consulting, and Training** **Madison Room**
Ms. Sherri Ferris, *President/CEO, Protocol Professionals, Inc.*
Mr. Harlan Lee, *President/CEO, Harlan Lee & Associates LLC*
- **Career Development** **Augusta Room**
Ms. Ann Blasick, *Corporate Relations Manager, Scheller College of Business, Georgia Institute of Technology*
Ms. Nancy Gimbel, *Assistant Dean of Student Engagement (MBA Programs), Scheller College of Business, Georgia Institute of Technology*

5:45 pm

Open evening

Explore Atlanta's vibrant cocktail and culinary scene with friends, new and old! For nearby suggestions, refer to the guide in your registration packet or ask a Team Atlanta volunteer or the concierge.

WEDNESDAY, 3 AUGUST 2016

Attire: Southern Business Casual – lightweight but smart clothing with comfortable walking shoes

7:00 – 8:00 am **Breakfast** **Savannah Hall**
Authors Corner

8:15 am Depart the Four Seasons for Ebenezer Baptist Church
Attendees should be in the hotel lobby at 8:15 am for departure. You are encouraged to travel lightly, because the day will include several stops. If you are not staying at the hotel, you must still travel with the group for security and accessibility purposes. Parking will not be available at these venues.

All attendees must bring with them a piece of government-issued photo identification and their conference name badge.

9:00 – 10:30 am **PLENARY SESSION #3** **Historic Ebenezer Baptist Church**
Ashes to Ashes, Dust to Dust: Meshing the Rituals of Death with the Demands of Protocol

- Rev. Mark Blankenship, *Minister of Music, Mount Paran Church*
- Corporal Michael Burns, *Honor Guard, Georgia State Patrol*
- Mr. John E. DeBord, *Senior Vice President, Operations, LHT Consulting Group LLC*
- Mr. Chris Young, *former Chief of Protocol of the State of Georgia*

10:45 – 11:15 am ***Brief Visit to The Martin Luther King, Jr. National Historic Site and the Gravesite of Martin Luther and Coretta Scott King***

11:30 am *Transfer by bus to National Center for Civil & Human Rights*

12:00 – 1:00 pm **Networking lunch** **National Center for Civil and Human Rights**

1:00 – 2:30 pm *Attendees are invited to explore this extraordinary and interactive museum. The main exhibition floor documents the civil rights movement in the United States, while the upper floor explores contemporary, global issues of human and civil rights.*

2:30 pm *Bus Departure to City Hall*

3:30 – 5:00 pm **PLENARY SESSION #4** **Atrium, Atlanta City Hall**
Up in the Air Starts on the Ground: Airport VIP Travel and Security

- Ms. Alrene Barr, *Director, International Business, Hartsfield-Jackson Atlanta International Airport*
- Mr. Charles S. Beaver, Jr., *Stakeholder Manager, U.S. Transportation Security Administration*
- Lieutenant Robert Boyd, *Day Watch Commander, Atlanta Police Department*
- Chief Michael R. Fowlkes, *Professionalism Standards Manager, U.S. Customs & Border Protection*
- Moderator: Mr. Cortez Carter, *Assistant General Manager of Business Ventures, Hartsfield-Jackson Atlanta International Airport*

Attendees walk across the street from City Hall to the State Capitol.

5:15 – 7:00 pm

PDI-POA Forum Crystal Anniversary Reception
Group photograph on the interior North Wing Steps

Rotunda, The State Capitol

Presentation of the 15-Year Association Pins

Entertainment provided by The Ruby Reds

7:00 pm

Transfer by bus to Four Seasons Hotel

Open evening

THURSDAY, 4 AUGUST 2016

Attire (Fun Run): Casual/Athletic with appropriate footwear

Attire (sessions): Business

Attire (closing reception): Casual

7:00 – 8:00 am

OPTIONAL

Fun Run/Walk

with all proceeds to benefit The Global Soap Project

Please note: All registered participants must be in the lobby by 7:00 am and begin the course no later than 7:15 am.

7:30 – 8:45 am

Breakfast

Authors Corner

Savannah Room

Please note: Fun Run participants have the option of a “takeaway” breakfast to eat in their rooms after they return to the hotel.

9:00 – 10:00 am

Recognitions, Honors, Announcements, Raffles, and Surprises

2017 Host City Showcase

Ballroom

10:15 – 11:30 am

BREAKOUT SESSION BLOCK #2

Choose one among the following:

- **Back to the Basics: Flags and Anthems** **Madison Room**
Mr. Steve Boley
Protocol Specialist, Headquarters, U.S. Air Force
- **Beyond the Basics: Accessibility Considerations** **Callaway Room**
Ms. Kare Romanski
*ICT (Information and Communications Technology) Accessibility Compliance Director,
AMAC – Accessibility Solutions and Research Center,
Georgia Institute of Technology*
- **Crafting Cocktails for Your Event** **Savannah Hall**
Mr. Julian Goglia
Partner and Principal Barkeep, The Pinewood Tippling Room and The Mercury
- **From the Ground Up: Designing a Diplomatic Receiving Room** **Augusta Room**
Ms. Deanea LeFlore
Chief of Protocol, City of Houston, Texas

11:45 am – 1:00 pm

INTERACTIVE LUNCH PLENARY SESSION (#5)

A Recipe for Success II: Planning the Perfect Meal by Perfecting Everything Around It

Ballroom

Ms. April Guice

*Senior International Conference Officer, U.S. Department of State
Associate, Protocol Partners-Washington Center for Protocol*

Ms. Kim Starfield
Protocol Officer, Ceremonials Division, Office of the Chief of Protocol,
U.S. Department of State

1:00 – 1:30 pm **PDI-POA Committee Meetings** **TBA**
Join the Association’s current and future leaders in communications, education, events, and membership to learn more about how you can be more involved and shape the PDI-POA of tomorrow. Specific committee locations will be announced at the adjournment of the lunch.

1:45 – 3:00 pm **BREAKOUT SESSION BLOCK #3**
Choose one among the following:

- **Back to the Basics: Receiving International Guests** **Savannah Hall**
Mr. David Nelson
Social Secretary and Protocol Officer, Embassy of Switzerland

Mr. Richard Rodgers
Senior Visits Officer, British Embassy
- **Beyond the Basics: Briefing Your Principal** **Callaway Room**
Ms. Charma Retherford
Chief of Protocol, U.S. Air Force Special Forces Command
- **Demonstration: Japanese Tea Experience** **Madison Room**
Mr. Takashi Shinozuka
Consul General of Japan in Atlanta

3:15 – 4:30 pm **BREAKOUT SESSION BLOCK #4**
Choose one among the following:

- **Back to the Basics: Business Etiquette** **Callaway Room**
Ms. Colleen Rickenbacher
President, Colleen Rickenbacher, Inc.
- **Beyond the Basics: Making Local Gifts Your Calling Card** **Madison Room**
Ms. Brynn Grant
Vice President, World Trade Center Savannah
- **“Therapy” Session: Off-the-Record Horror Stories and the Lessons We Learned** **Savannah Hall**
***This is a moderated, interactive conversation led by three members.*
Mr. David Attree, *Retired Protocol Officer and Coordinator for Business Delegations, Office of International Relations & Protocol, Government of Ontario, Canada*
Ms. Jennifer Hinkson, *Senior Assistant Registrar and Protocol Officer, University of the West Indies (Cave Hill Campus)*
Ms. Leslie Lautenslager, *Executive Assistant to General Colin L. Powell, USA (Ret.) and Former Assistant Chief of Protocol for Ceremonials, U.S. Department of State*

4:45 – 5:45 pm

PLENARY SESSION #6

Ballroom

When the World Becomes Too Real: When Crisis Changes Everything

A conversation moderated by Ms. Natalie Dale, Media and Government Relations, Georgia Department of Transportation

- *The Honorable William Hitchens, Member, Georgia House of Representatives, former Commissioner of Public Safety and Colonel of the Georgia State Patrol, former Director of Homeland Security, State of Georgia*
- *Mr. Bert Brantley, former Press Secretary for the 81st Governor of Georgia, The Honorable Sonny Perdue*

5:45 pm

CLOSING REMARKS

Ballroom

THE FOLLOWING SECTION OF THIS PROGRAM SCHEDULE PERTAINS TO THE OPTIONAL CLOSING RECEPTION AT THE WORLD OF COCA-COLA

Separate advance registration and payment were required for this activity.

6:30 pm

Buses depart

7:00 – 10:00 pm

CLOSING RECEPTION

The World of Coca-Cola

Special invited guests – The Members of the Consular Corps of Atlanta

Rotating shuttle service back to the hotel beginning at 8:30 pm

We would like to thank the following sponsors of this year’s Forum for their generous support.

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