

October 13, 2021

MEMORANDUM

TO: All District 12 Extension Agents

SUBJECT: District 12 Fall Faculty Conference
November 16 – 17, 2021

Our annual District 12 Fall Faculty Conference will be held **November 16 – 17, 2021** at the Texas A&M AgriLife Research and Extension Center at Weslaco. Attached is the finalized agenda. The conference will start at 10:00 AM on Tuesday, November 16th and should conclude by 3:30 PM on Wednesday, November 17th.

This year we will be taking a group photo as we normally do on the morning of the 17th. In lieu of our traditional individual “professional” photos, we will instead be taking “business casual” photos. Bring your choice of branded AgriLife shirt on November 16 for this photo. Photos will be taken outdoors, weather permitting.

Registration for all Agents will be \$75 to cover meals and meeting expenses. Online registration will be conducted through Texas A&M AgriLife Conference Services at <https://agriliferegister.tamu.edu/D12> and is currently open. A late registration fee of \$25 will be assessed to anyone registering after November 6th including onsite registrations which will be taken by credit card only.

Lodging: We recommend the following state contract hotel. Please remember to provide the hotel tax exemption form upon check-in.

Holiday Inn Express

421 South International Blvd, Weslaco, Texas
(956) 973-2222
State Rate: \$96.00
Limited block of rooms available through Nov 1st
under reference code: “TAE”

Hampton Inn

1004 Fairfield Blvd, Weslaco, Texas
(956) 405-3350
State Rate: \$96.00
Limited block of rooms available through Nov 1st
under reference code: “TAE”

This letter shall serve as your authorization to travel to Weslaco from November 16 – 17, 2021 as needed in support of this conference and charge your travel expenses to a local or designated travel account. Please contact me if you have any questions about this meeting.

Sincerely,



Ruben J. Saldaña, Ed.D.
District Extension Administrator

RJS:ASC

cc: Dr. Jeff Ripley
Jason Ott
Jana Osbourn
District 12 Extension Specialists
Dr. Juan Landivar