



SETAC North America Meeting Planning Considerations

SETAC North America serves members across the US and Canada as well as Mexico, so we vary our meeting locations annually and endeavor to visit Canada once every five years. We prefer locations that embody [SETAC Values](#) and our commitment to [social responsibility and sustainability](#). Ideal locations are proximal to partners from all sectors, such as universities, research facilities, as well as regulatory and enforcement agencies.

We take [accessibility and inclusivity for meeting participants](#) very seriously. It is very important to us to move our meetings around to be inclusive of our members who are scattered geographically. We are conscious that similar to individuals, locales are multi-faceted. Just like we do not eliminate cities with social challenges from consideration, we do not discount cities based on current or historic laws and regulations. Ethical challenges, environmental progressiveness and costs are just a few of the elements that must be balanced in meeting venue selection. There are no single right choices. We hope that our meetings there will have a positive impact on these communities and be a driver for change.

We are conscious that a SETAC meeting and its host city have a symbiotic relationship. The meeting helps uplift their economies and can have a positive impact on their residents. We also try to leave a positive impact on the local communities and bring our values to them by holding outreach programs while we are there. We always consider the safety and security of meeting participants as the highest priority and take precautions where necessary. We do this knowing that most cities have challenges arising from social disparity or political issues. When weighing all our options, we take this under consideration against the benefits they offer.

It is likewise important for us to be welcoming and affordable to potential meeting participants from across organizations, and we know proximity sometimes plays a role in allowing them to participate. Negotiating room rates with hotels of various caliber typically provides us a steep discount on convention center rental while, at the same time, allows us to offer a range of convenient options to our members. We really appreciate those who can stay in our room block and help us fulfill contractual obligations, which helps us keep registration rates affordable, though we understand if some cannot. Flexibility to offer accommodations for our differently abled members is also a must in any venue we identify. We are also committed to including virtual components to our meetings to even be more inclusive moving forward

Finally, we look for a commitment to sustainability when selecting venues, consistent with our mission. Similarly, we consider sustainability when making choices (e.g., catering), as much as possible. We also look to partner with vendors who are socially responsible, and try to uplift small, local, minority-owned business as possible. While our list of requirements is extensive, we usually have to make compromises keeping all those factors in mind.

Most importantly, we take the task of instilling our values and creating a welcoming space within the conference center walls very seriously while we endeavor to also impact the greater community we visit.