



memo

**To:** Planning Advisory Committee  
**From:** Michael I. Henderson  
**Date:** Winter 2009-10  
**Subject:** Meeting Cancellation Procedure

As with all ISO New England sponsored meetings, safety is our primary concern for our attendees.

Kindly call 413.535.4044 to confirm the status of PAC meetings during inclement weather conditions. In the event of cancellation, the message will be updated by 3:30 p.m. the day before the scheduled meeting. In addition, a notice will be sent to all PAC members advising them of the meeting cancellation.

ISO Customer Service will also be notified of meeting cancellations. When possible, a cancellation notice will be posted on the ISO web site under "Notices" for the day. Finally, the Customer Service Hotline will be informed of the meeting's cancellation, and you can reach the hotline by calling 413.540.4220.

If you have any questions or comments, please contact [PACmatters@iso-ne.com](mailto:PACmatters@iso-ne.com).