



## Overview of the Conference Spaces

(see the [Maps of the Marriott Waterway Convention Center](#))

### Upper-Level Ballrooms and Facilities

The Upper Level of the *Marriott Waterway Convention Center* (**Convention Center**) can be accessed via an escalator near the Town Center at ground level or via hotel elevators (select Third Floor) located near the *Marriott Waterway Hotel* (**Hotel**) registration and check-in desk and outside the Town Center at the north end of the Convention Center.

The LPSC help desk is on the Upper Level, south of the ballrooms and near the top of the escalator.

LPSC oral sessions (Monday–Friday) are held in the ballrooms on the Upper Level of the venue: **Waterway Ballrooms** 1–3, 4, 5, and 6–8 and **Montgomery Ballrooms** A–C. The seating and standing capacity of these ballrooms can accommodate over 500 attendees each (theatre set). Oral session seating includes [designated spaces for mobility devices](#) that are accessible from the room doorways.

Breaks are held immediately outside the Waterway and Montgomery Ballrooms with limited seating.

[Restrooms](#) (wheelchair accessible and gender-neutral) are located immediately outside **Waterway Ballroom 1** and just past the Montgomery Ballroom. Both the large and the gender-neutral restrooms include changing stations.

### Upper-Level Smaller Meeting Spaces

Just past the LPSC help desk, smaller meeting rooms (also on the Third Floor) are available to reserve for peripheral meetings. For more information, visit the LPSC 2023 website: [Peripheral Meetings and Events](#).

The **Spring Room** is available as a [quiet space](#) for the duration of the meeting as a place for attendees to go to reduce sensory stimulation and decompress.

A private [Parents' and Nursing Area](#) is available inside the **Waterway Lofts Room**.

### Lower-Level (Ground) Floor

The in-person poster sessions are held in the **Town Center** on the ground floor of the Convention Center, on Tuesday and Thursday evenings. This area is accessible from the parking lot where the shuttle drop-off point is located or via the hotel lobby.

There are several tables and chairs in the area outside the Town Center suitable for networking at any time during the conference.

Past the escalators, the Lower Level connects to the Hotel lobby, restaurant, and check-in desk. There is ample seating in the hotel lobby and restaurant for networking.

[Restrooms](#) (wheelchair accessible and gender-neutral) are located on the north and south ends of the Ground Floor. Both the large and the smaller gender-neutral restrooms include changing stations.



*Photo: Seating on the Lower Level of the Convention Center*

# Maps of the Convention Center



Restrooms are highlighted in yellow

Escalators are circled in blue

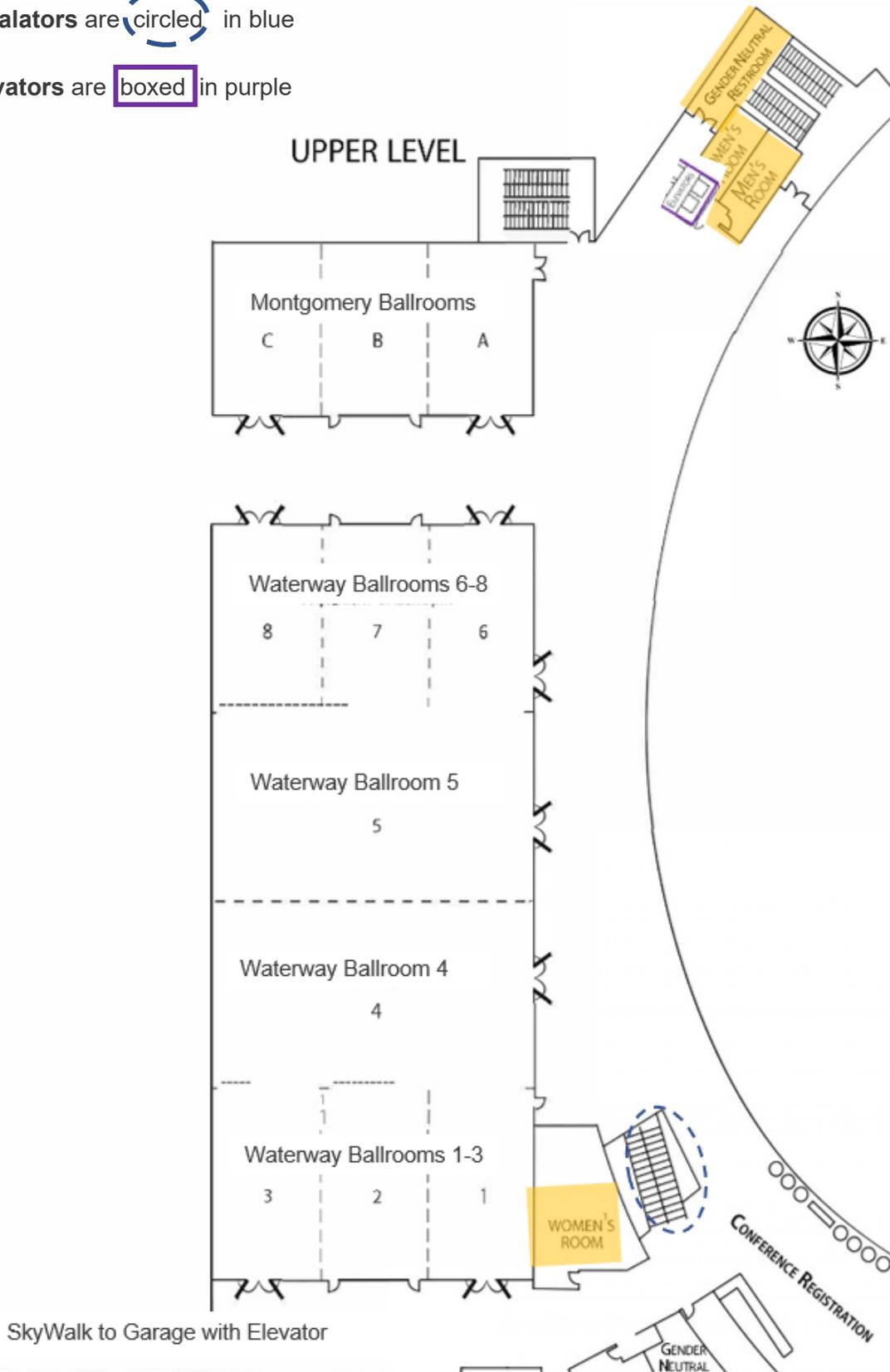
Elevators are boxed in purple

## Upper-Level (3<sup>rd</sup> floor), Conference Rooms

Restrooms are highlighted in yellow

Escalators are circled in blue

Elevators are boxed in purple

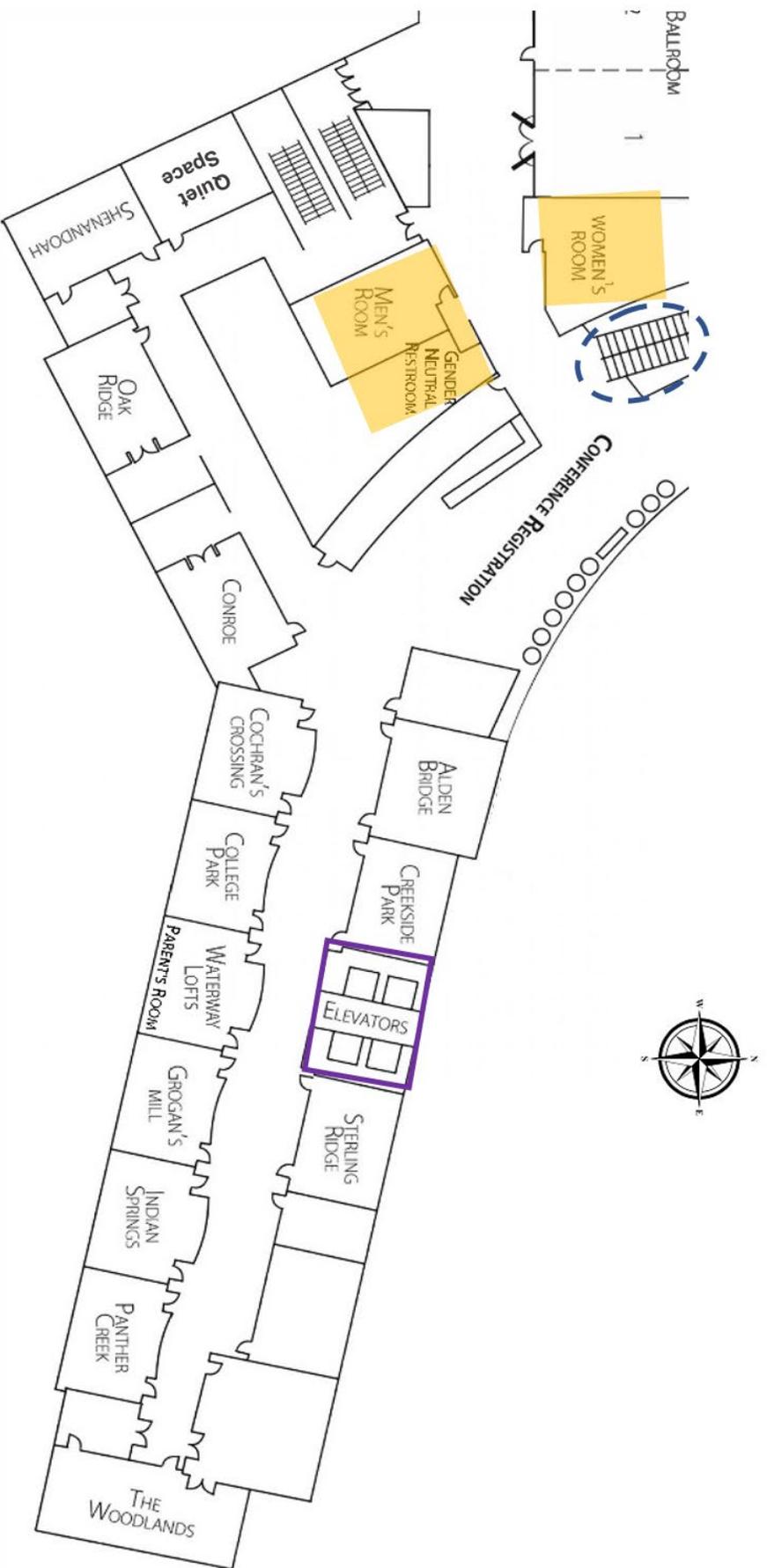


### Upper-Level (3<sup>rd</sup> floor), Smaller East Rooms

Restrooms are highlighted in yellow

Escalators are circled in blue

Elevators are boxed in purple



## Accessing the Conference Spaces

The **front entrance and exit doors** to the Hotel are on the east side of the property on the ground floor and the area includes a covered drop-off location with valet parking and automatic doors. Those traveling by taxi or ride-share should exit or enter their vehicles here. Adjacent to the entrance is a circular drive where conference-specific shuttles will provide transportation to local hotels. For more information about accommodations and conference transportation, visit the LPSC 2023 website: [Plan Your Visit](#). LPSC does not offer shuttle service to and from the airports.

The **rear entrance and exit doors** are on the west side of the property and are not automated. These doors lead to **The Woodlands Waterway** with trees, seating, and walking paths. There are tables and seating outside within a level paved area associated with the hotel restaurant and a choice of steps or a narrow, paved walking path on the right (before the tables and chairs) leading down to the walking path around The Woodlands Waterway. These lead down to a [trolley](#) path along the waterway for which the hotel is named.



*Photo: A paved walkway from the hotel to the waterway*

The [Town Center Parking Garage](#) on [Six Pines Drive](#) offers free parking for attendees for the duration of the conference. The garage has accessible parking spaces and an elevator. The fourth floor of the garage, which has four reserved accessible parking spaces, has a skywalk that leads directly to the Upper Level of the Convention Center.

The climate-controlled skywalk is approximately 160 feet long. The doors to and from the skywalk can be opened manually; there is no push-button automation.

## Navigating the Conference Space

Signs are available throughout the Convention Center to provide direction to the different meeting rooms.



*Photo: The escalator as seen from the Lower-Level*

There is an escalator connecting the Upper and Lower Levels of the Convention Center in front of Waterway Ballroom 1 on the Upper Level and near the Town Center on the Lower Level.

There are three sets of elevators at the Hotel and Convention Center. The primary set of four elevators is located at the south end of the Convention Center, midway down the hallway that leads to the smaller peripheral rooms on the Upper Level.

When using the elevator, the Upper Level is the third floor.

These elevators connect to the hotel floors as well as the conference rooms, and the Hotel check-in desk and lobby are on the Convention Center's Lower Level (first floor). There is also a single elevator between the restrooms at the north end

of the Convention Center that connects the Lower-Level and Upper Level but not additional floors. Finally, as noted above there is a single elevator in the Town Center Parking Garage.

The conference typically has over 2,000 attendees, and crowds may make it difficult to get to a destination or find an appropriate seat. During oral sessions, particularly during coffee breaks, the area outside the ballrooms is also likely to be crowded. Because of the proximity of these crowds, doors to oral sessions may be closed to reduce noise. Poster sessions will have large crowds. The poster hall (Town Center) is open during the week so attendees can browse posters during less crowded periods.

If you anticipate needing help getting through crowds or locating an accessible seat during the conference, please contact Christine Shupla in advance at [shupla@lpi.usra.edu](mailto:shupla@lpi.usra.edu). During the conference, look for staff and volunteers with large yellow Yoda buttons or ask at the LPSC help desk for assistance.

#### Walking distances: Upper Level (Third Floor)

- From the help desk to the farthest ballroom upstairs (Montgomery) is approximately 280 feet.
- Each of the ballrooms is approximately 90 feet from the entrance to the podium.
- Wheelchair-accessible restrooms are between 10 and 200 feet of each ballroom entrance in the Upper-Level at either end of the event space (near the entrances to Montgomery Ballroom and Waterway Ballrooms 1–3).
- All events are in rooms with low-pile carpeting.

#### Walking distances: Lower Level (First Floor)

- The posters on the Lower Level will be in rows in the Town Center (280 by 130 feet). If you are a poster presenter who requires a chair during your presentation, please contact LPI Operations Manager **Jamie Shumbera** at [shumbera@lpi.usra.edu](mailto:shumbera@lpi.usra.edu) as soon as possible.
- Poster aisle width: we will add this information as soon as it is available. Aisles will be sufficiently wide for mobility devices.
- Wheelchair-accessible and gender-neutral restrooms are between 20 and 150 feet of the entrances to the Lower Level and Town Center.



*Photo: Spacing in the 2022 LPSC Conference Poster Hall*

#### Walking distances: Connections between the Upper Level and Lower Level

- The main hotel elevators are between 100 and 500 feet of the ballrooms on the Upper-Level on the south-east side of the Convention Center. There is also an elevator near the Town Center on the Lower-Level. The main hotel elevators can be used to access the hotel lobby and upper floors, while the elevators near the Town Center only service the ground floor and the Upper-Level (third floor) event spaces.
- The escalators are between 10 and 250 feet of the ballrooms on the Upper-Level and between 10 and 250 feet of the Town Center doors on the Lower-Level.

#### Walking distances: Entering the Convention Center

- On the first floor (Lower Level) of the hotel, the main hotel elevators are approximately 30 feet west/northwest from the Hotel check-in desk. The hotel lobby has a smooth tile floor, which transitions to low-pile carpeting in the event space.
- On the Upper-Level, the skywalk from the 4<sup>th</sup> floor of the Town Center parking garage (west of the Convention Center) is approximately 160 feet to the southwest entrance of the Upper-Level of the Convention Center.
- The hallway from the skywalk entrance to the LPSC help desk is less than 100 feet.
- The elevators are approximately 100 feet southeast of the LPSC help desk on the Upper-Level (third floor of the hotel).



*Photo: Skywalk entrance from the parking garage*

## Emergency Evacuation

In the event of an emergency, attendees on the Lower Level should exit toward the front of the hotel (to the east) and outside through the Convention Center doors to the shuttle drive or through the hotel lobby doors. Attendees who use wheelchairs, power scooters, or who are otherwise unable to walk up and down the escalator should exit the building from the Upper-Level via the climate-controlled skywalk on the west side (outside the Waterway Ballrooms 2 and 3) to the parking garage.

## Microphones, Questions, and Closed Captioning

Each session room will have presenter microphones at the podiums and wireless microphones for attendees asking questions in person. The microphones for questions will be placed on stands in the aisles. For all attendees (in-person and virtual), questions will also be accepted via the Zoom Webinar Q&A feature. These questions can be submitted using a name or anonymously. Session moderators will monitor the questions and work with session chairs to ensure equity. Slack will be available for all registered attendees who want to continue discussions.

All oral sessions are live and will be streamed to registered attendees. All sessions will include captioning. Plenary and Special Sessions will use live captioners, and regular sessions will use Zoom's automated caption feature. In-person attendees are welcome to bring their electronic devices and headphones or earbuds to join online from the session rooms, if preferred. While there is not a dedicated space to charge devices, there are electrical outlets located near seating areas on the Lower Level.

## Wheelchair Accessibility

The Convention Center is fully wheelchair accessible. There is a level entrance at the Lower-Level Hotel entrance (with automatic doors) or from the Upper-Level skywalk (the doors are not automated). The LPSC help desk has a lowered section for wheelchair users, and the route to the elevators is level and smooth. Hotel elevators connect the Upper Level of the convention space to the guest rooms and to the Lower Level of the Convention Center. During the oral sessions and breaks, the elevators tend not to be heavily used, in comparison with the escalators.

Poster sessions will have a wide aisle space (dimensions TBD) for mobility devices to move between the poster boards.

Within each of the ballrooms for oral sessions, there are dedicated spaces for wheelchairs marked by signage on the floor. The locations of these spaces will be added here when that information is available. Aisles between chairs in the oral sessions will be at least 36" so presenters can access the front of the room.



*Photo: Spaces dedicated for wheelchair use*

If you anticipate needing help getting through crowds or entering sessions, please contact Christine Shupla in advance at [shupla@lpi.usra.edu](mailto:shupla@lpi.usra.edu). During the conference, look for staff and volunteers wearing large yellow Yoda buttons or ask at the LPSC help desk for assistance.

## Oral and Poster Presenters with Accessibility Needs

Each oral session will have a raised stage with a podium at the front of the room. The stage dimensions will be added when that information is available. Presenters will move up to the podium in turn for their scheduled presentations.

If you are a presenter who uses a wheelchair, walker, may have difficulty walking up steps to the podium, or if you are an oral or poster presenter who requires a chair for your presentation, please contact LPI Operations Manager **Jamie Shumbera** at [shumbera@lpi.usra.edu](mailto:shumbera@lpi.usra.edu) as soon as possible. Accommodations will be provided for all such speakers in each oral session room, including a remote clicker with laser pointer and lavalier microphone.

## Restrooms

Each of the large conference center restrooms has two large wheelchair accessible stalls; smaller conference center restrooms have one each. The accessible stalls have grab bars; doors are extra wide and open 90 degrees. These stalls also include changing tables. There are no automatic/automated doors in the restrooms.

Gender-neutral, single-user (or family) restrooms are located near the larger restrooms; these are large enough for mobility devices but do not have grab bars. They do include changing tables.



*Photo: A wheelchair accessible stall*

## Service Animals

The Hotel welcomes service animals as well as pets.

Pet Relief Area: The rear entrance doors from the Hotel (which are not automated) lead to The Woodlands Waterway, with trees, vegetation, and paths appropriate for walking animals. Outside of the rear (west side) of the hotel, there is a paved walkway leading down to The Woodlands Waterway, in addition to stairs. Please pick up after your pets and service animals. Montgomery County has a leash law; dogs and cats are required to be leashed.

## Food

Coffee (both caffeinated and decaffeinated) and an assortment of teas, along with a variety of sweeteners and milk/cream and non-dairy options, are available during the oral sessions outside the ballrooms on the Upper-Level. Coffee urns and creamers are clearly labeled. Water dispensers and cups are available throughout the Convention Center.

A variety of light refreshments will be served, including vegetarian options, during the Sunday welcome reception and during the Wednesday evening gathering outside Waterway Ballrooms 4 and 5 (in support of the virtual poster session). These will include a cash bar serving alcoholic and free non-alcoholic drinks.

During the in-person poster sessions, light snacks and non-alcoholic beverages will be provided along with a cash bar serving alcoholic beverages.

Food labels and ingredients will be clearly labeled as much as possible.

The hotel has an onsite [restaurant](#), and a variety of food trucks will be available Monday through Thursday (additional details will be added when available). There are many restaurants nearby (typically within a few blocks of) the Convention Center. For more information, refer to the

[Google map of the area](#), or view the [Visit the Woodlands guide to restaurants](#) (which includes a variety of filters).

## Smoking and Smoke-Free Areas

Smoke-Free Areas: The Convention Center is a smoke-free property. There are doors leading outside the Convention Center on the Lower-Level that can be used to leave the building to smoke. The designated smoking area is outside the rear (west) entrance, toward The Woodlands Waterway.

## Parents and Nursing Mothers

A private Parents' and Nursing Area is available in the Waterway Lofts meeting room, across from the elevators on the Upper-Level (third floor) at the conference venue. The room includes refrigerator space to store nursing supplies, a small private area for nursing, and a separate small area for parents to sit with young children who need time away from the conference.

## Quiet Space and Sensory Impact

Quiet Space: The Spring meeting room (down the hallway from the help desk) has been reserved from 8:00 a.m.–8:00 p.m., Monday–Thursday, and 8:00 a.m.–12:00 p.m. on Friday as a quiet space where attendees can retreat from the conference, and all noise and conversations will be discouraged.

Numerous spaces suitable for quiet conversation include tables and chairs on the Lower-Level and near the Hotel lobby.

Sensory Impact: Audio speakers will be located around the periphery of each ballroom. Please request assistance at the LPSC help desk if you need help locating a seat that is not too close to the speakers.

In general, there is little to no flash photography and no strobe lighting, loud music, or strong smells at this conference.

## Marriott Waterway Hotel Accessibility

A limited number of accessible rooms are available at the *Marriott Waterway Hotel* (Hotel) for those with accessibility needs and for easier access to and from the conference. To reserve one of these rooms, contact the reservation desk at 281-367-9797 as soon as possible.

For more information about the physical features of the Hotel's accessible rooms, common areas or special services relating to a specific disability call 281-367-9797.

### Accessible Hotel Features

- Accessible on-site parking
- Property has elevators
- Self-operating lift or a sloped entry in hotel swimming pools
- Service animals are welcome
- Van accessible onsite parking
- Entrance to onsite business center is Accessible
- Entrance to onsite fitness center is accessible
- Entrance to onsite spa is accessible
- Main entrance is accessible
- Meeting spaces are accessible
- Onsite restaurants are accessible
- Room and suites access through the interior corridor

### Accessible Areas with Accessible Routes from Public Entrance

- Accessible entrance to onsite pool

### Guest Room Accessibility

- Accessible Vanities
- Adjustable Height Hand-Held Shower Wand
- Alarm Clock Telephone Ringers
- Bathtub Grab Rails
- Bathtub Seat
- Closed-caption TV
- Deadbolts on guest room and suite doors
- Electronic room key
- Flashing door knockers
- Guest room and suite doors self-closing
- Guests in mobility-accessible rooms may inquire about lowering the bed height.
- Hearing accessible rooms and/or kits

- Lever handles on guest room doors
- Lowered deadbolts on guest room doors
- Lowered electrical outlets
- Lowered night guards on guest room doors
- Lowered viewports in guest room doors

### Mobility accessible rooms

- Non-slip grab rails in the bathroom
- Roll-in shower
- Safety chains and/or latches on guest doors
- TTY/TTD compatible
- Toilet seat at wheelchair height - toilet for disabled
- Viewports in guest room and suite doors

## City Accessibility

The Woodlands Township Accessibility site is <https://www.thewoodlandstowship-tx.gov/1475/Accessibility-ADA>.

Individuals who need auxiliary aids and services for effective communications in programs, services, activities of The Woodlands Township are encouraged and invited to make their needs and preferences known to the appropriate Department. Questions, concerns, complaints, or requests for additional information may be directed to the Township's ADA Coordinator, Angela Branch, telephone 281-210-3800; address: 2801 Technology Forest Blvd., The Woodlands, Texas 77381.

## For Emergencies

For life threatening emergencies: Fire, Police, Medical, call 9-1-1

### Hospitals:

Memorial Hermann The Woodlands Hospital: (713) 897-2300, 1.5 miles

St. Luke's The Woodlands Hospital: (936) 266-2000, 4.6 miles

St. Luke's Lakeside Hospital: (936) 266-9000, 4.3 miles

Houston Methodist The Woodlands Hospital: (936) 270-2000, 3.7 miles

### Other Emergency Numbers:

The Woodlands Fire Department (Business): (281) 367-3444

Montgomery County Sheriff's Office (Business): (281) 297-6500

Montgomery County Sheriff's Office Non-Emergency Dispatch: Toll Free: (936) 442-7797

Harris County Sheriff's Office: (713) 221-6000

Montgomery County Constable Precinct 3: (281) 364-4211

Harris County Constable Precinct 4: (281) 376-3472

## Transportation

Please also see the LPSC [Transportation website](#).

LPSC has arranged free [conference shuttle buses](#) to provide rides to and from over 20 hotels in the area. We are checking as to whether the shuttle buses are accessible for some mobility devices. They are not wheelchair accessible.

The Woodlands has a free trolley service, connecting The Woodlands Waterway to the Woodlands Mall, Market Street, and Hughes Landing. The [Marriott Waterway Hotel and Convention Center stop](#) is just south of the hotel, along the back waterway path. The [Waterways Trolley stop](#) is two blocks east of Convention Center near the Waterway Square. Trolleys require stairs to board and do not have wheelchair lifts. We are checking on other accessibility aspects of the trolleys and will update this as soon as that information is available. For more information, contact The Woodlands Township Transportation Department at 281-210-3800 or visit [www.visitthewoodlands.com/lpsc/transportation](http://www.visitthewoodlands.com/lpsc/transportation), or download the Ride Systems app and select “Woodlands Township” from the menu.



Map of the Woodlands Trolley route in red. Additional maps to the Woodlands are online [here](#).

The Woodlands Township provides [ADA Complementary Paratransit service](#) in conjunction with the fixed-route Town Center Trolley service, for persons unable to utilize the regular Town Center Trolley service. Complementary ADA Paratransit is a shared ride, curb-to-curb service provided for ADA-eligible passengers. All vehicles are 100 percent accessible and service is provided over a 3/4-mile radius of the fixed-route Town Center Trolley System. Both the origin and the destination of the trip must be within the eligibility area. Trips can be scheduled up to 7 days in advance, up to the day before the trip. Companions accompanying an ADA eligible passenger, as well as Personal Care Assistants (PCA) also ride free-of-charge. For more information, please [visit the ADA Paratransit Service page](#).

The Houston area is serviced by two major airports: [Bush Intercontinental Airport \(IAH\)](#) (22 miles from the meeting venue) and [Hobby Airport \(HOU\)](#) (40 miles from the conference venue). Yellow Cab (713-236-1111) and United Cab (713-699-0000) jointly operate their 10 wheelchair accessible taxis. They request you call an hour in advance. [Uber WAV](#) and [LyftAssist](#) also offer wheelchair accessible share rides. Additional information about accessible transportation in Houston is available at <https://wheelchairjimmy.com/houston-wheelchair-accessible-transportation>.