

MEMO



FLORIDA SHERIFFS ASSOCIATION

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WEBSITE: www.flsheriffs.org

DATE: February 28, 2011

TO: **Prospective Conference Participants**

FROM: Steve Casey, Executive Director

RE: **2011 Executive Leadership Conference for
Law Enforcement, Corrections & Administrative Personnel**
(formerly Administrative Management & Jail Conference)

WHEN: May 9-12, 2011

WHERE: PGA National Resort & Spa
(www.pgaresort.com)
400 Avenue of the Champions
Palm Beach Gardens, FL 33418

Please mark your calendars and make reservations to attend the Florida Sheriffs Association's 2011 Executive Leadership Conference for Law Enforcement, Corrections & Administrative Personnel, formerly known as the Administrative Management and Jail Conference. This year's conference promises to be the best ever, with keynote speaker Col. Danny McKnight, U.S. Army (Ret.) whose story inspired the movie *Black Hawk Down*.

Our training sessions will tackle current issues that are affecting your agency, with subject matter experts to give you real solutions to your problems. The FSA Executive Leadership Conference will include your choice of four different training tracks on topics and issues during the three-day period. Training tracks will include Finance & Accounting, Human Resources, Jails and Command Staff. You can customize your conference experience by choosing from any one of the four training tracks to make up your curriculum.

During breaks, seminar participants will also have the opportunity to interact with sponsoring firms that will be featuring the latest technology and innovations affecting law enforcement, corrections and general operations of the Sheriff's Office.

So mark your calendars and be sure to attend FSA's 2011 Executive Leadership Conference for Law Enforcement, Corrections & Administrative Personnel to be held May 9-12 at the PGA National Resort & Spa in Palm Beach Gardens, Florida.

Conference Training Fees

Conference registration is \$200 per person, which covers all training. If you plan to bring your spouse to the conference, please include the name on the registration form along with a payment of \$125. This price covers meals and access to the exhibit hall, but does not include admission into the training sessions.

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Please note that these courses may be approved for mandatory retraining credit and the expenditure of local dollar funds at the discretion of the participant's agency head or their designee.

Conference Program

A Tentative Program is enclosed to assist with your course selection (the draft is subject to change as planning continues).

Conference Registration

If you plan to attend the conference, please return your registration form as soon as possible, using the return envelope. You may also register online at: www.flsheriffs.org. Be sure to check the days/functions/classes that you plan to attend, so we can make arrangements for appropriate meeting facilities, determine meal counts and arrange all other activities. If you have any questions, please contact Patti Brigance or Rneé Stockton toll free at 1-800-877-2168.

Hotel Reservations

If you desire overnight accommodations at the PGA National Resort & Spa in Palm Beach Gardens, Florida, contact the hotel directly at 1-800-863-2819, or via the enclosed reservation form which has been provided for your convenience. Please identify yourself as attending the Florida Sheriffs Association Executive Leadership Conference to receive special conference rates. You may also register online through the FSA website: www.flsheriffs.org/conferences (a hotel link will be provided).

PLEASE MAKE YOUR RESERVATIONS EARLY. THE HOTEL CUTOFF DAY IS MONDAY, APRIL 18 - AFTER THE CUT-OFF DATE REQUESTS WILL BE ACCEPTED ON A SPACE AND RATE AVAILABLE BASIS.

Please take the time to make arrangements for your conference attendance now. We look forward to seeing you in Palm Beach Gardens!

SC: pb

Enclosures: Tentative Program
Individual Attendee Registration Form (return to FSA)
Reservation Form **(fax to hotel at 561/691-9133)**