



2017 Fall **Leadership Summit** & Vendor Expo

October 12 - 14, 2017

Saratoga Hilton & City Center

Saratoga Springs, New York

ATTENDEE REGISTRATION PACKET



The Saratoga Hilton

 **SARATOGA SPRINGS
CITY CENTER**





2017 Fall Leadership Summit & Vendor Expo

The AFDSNY introduces a new direction with the **2017 Fall Leadership Summit & Vendor Expo.**

A Message from the Conference Committee

The Association has recognized the need to provide an opportunity for the leadership of Fire Districts to network and learn from their peers from across the state. We all struggle with the same issues, only the names on the back of the coats and color of the trucks are different. This conference will focus on how leaders can work together with each other and utilize their vendors to overcome obstacles and become more efficient in these trying times for public officials. Learn how to work with each other to keep your District's name out of negative headlines. Vendors are being asked to not only bring their products but also to bring solutions on common concerns they see from their clients and share these with the participants during booth hours and networking opportunities throughout the event. We encourage each district to send a couple of board members, their secretaries and treasurers and members of their senior department leadership team (chiefs and/or business officers) to learn from our instructors and each other. This conference is designed to promote a healthy working relationship with all involved in the running of your district. Each participant will leave the conference with a renewed sense of direction and energy. Don't miss out on the inaugural session of an annual event that is sure to change how we interact with each other and our vendors for the betterment of the communities we are sworn to protect. Beautiful downtown Saratoga also provides the perfect setting to enjoy this conference with your family and offers plenty to do for everyone. Please join us for this opportunity to learn, laugh and enjoy the company of your comrades for what promises to be an exciting event.

Changes for 2017 Saratoga Hilton Hotel

3 Night Minimum REQUIRED - ABSOLUTELY NO EXCEPTIONS

The Association of Fire Districts of the State of New York is committed to making our events more inclusive, affordable, educational and enjoyable for ALL our members and attendees. In consideration of the feedback from our members, AFDSNY had intended to abolish the 3 night minimum stay at the Saratoga Hilton this year in October. However, the association is obligated under a multi year contract to continue the 3 night minimum for ONE more year.

Breakfast included in Saratoga Hilton room reservation. **Lunches** included in Leadership Summit Registration.

NO Rooming List

Attendees will be responsible to make their own hotel reservations

The Association will NO LONGER make a hotel rooming list. All attendees will have to book hotel rooms on their own.

See next page for all contracted hotels and individual instructions.

Registration BEFORE Reservation!

All Attendees are required to register for the 2017 Leadership Summit BEFORE booking a room at the Saratoga Springs Hilton Hotel. Attendees will receive the [Saratoga Hotel Reservation Link](#) in their Leadership Summit registration **confirmation email**.

NO reservations for the Saratoga Hilton will be accepted by phone.

Guest (Wives) Program

After serious consideration and deliberation by the Conference Committee and Board of Directors the Association has decided to eliminate a structured "guest (wives) program". Instead we will be utilizing the Saratoga Convention & Tourism Bureau, who will be on site to assist our guests and attendees discover and enjoy all of the attractions and events in beautiful Saratoga

Springs.

Registration Changes for 2017

RESERVATIONS: AFDSNY is no longer booking hotel reservations via a rooming list.

All attendees are responsible for booking their own hotel reservation. See Instructions below.

BREAKFAST: Breakfast is included in Saratoga Hilton Room Package. Please check with your hotel to see if breakfast is included with your room. If not you may purchase additional breakfasts by using the GOLD section on registration.

Lunch: Lunches are included in all District Official Registration packages, excluding the Trade Show Only option

Guests Lunches must be purchased separately for \$35 each. - GOLD section of registration form.

Saratoga Hilton Hotel

3 night minimum package Required

Breakfast included

A reservations link will be included in your Confirmation email after you registration is completed. NO Phone reservations will be accepted.

Option #1- Single Occupancy \$714.12 Total
Single official

Option #2 - Double Occupancy \$801.24 Total
Two (2) Officials \$466.62 each
Official & Guest - Official \$726.24, spouse \$ 75.00

Early arrivals and late departures outside the package nights described above. \$199 single/double

Reservation cut off date is 9/12/2017.

Check In: 3pm **Check out:** 11am

Cancellations & Refunds: Hotel Cancellation must be made at least two (2) days prior to your expected arrival.

Parking: Self parking for **Hotel** guests is \$5.00 per vehicle per night.

Fire District Official Registration Options

All Registration fees are **NON Refundable**
Lunches are included in Full, One Day and Two Day conference registration packages

Full Program Registration \$325

- All Lectures & Educational Sessions (Thurs.-Sat.)
- Lunch on Thursday, Friday & Saturday
- Feature Session Dr. Candice McDonald
- Entrance to the Vendor Expo (Thurs. & Fri.)
- Welcome Reception & Ice Cream Sundae Bar on Friday

Two Day Program Registration (Thurs/Fri or Fri/Sat) \$240

- Lectures & Educational Sessions for the days you select
- Entrance to the Vendor Expo for the days you select
- Lunches on the days you select
- Welcome Reception and/or Ice Cream Sundae Bar

One Day Program Registration \$125

- All Lectures and Educational Sessions of that day
- Lunch on that Day
- Entrance to the Vendor Expo on that day

Trade Show Entrance (Friday Only) \$15

- Entrance to Trade Show & Ice Cream Sundae Bar

Saratoga Casino Hotel

Breakfast NOT included

No minimum stay required - Limited number of rooms

Call: 518-682-8888

Reservation Code: NYS Association of Fire Districts

Tuesday 10/10	\$151.00
Wednesday 10/11	\$151.00
Thursday 10/12	\$151.00
Friday 10/13	\$238.00
Saturday 10/14	\$238.00

**Rates do not include a 13% lodging tax in effect at time of check-in*

All reservations must be accompanied by a first night deposit. SCH will not hold reservations unless secured by a major credit card.

Cut Off Date: August 22, 2017

Cancellations: All cancellations must be made 72 hours prior to check-in.

Courtyard by Marriot

Breakfast NOT included

No minimum stay required - Limited number of rooms

Call: 866-210-9325

Reservation Code: NYS Association of Fire Districts

Wednesday 10/11	\$199.00
Thursday 10/12	\$199.00
Friday 10/13	\$199.00

All reservations must be accompanied by a first night deposit, secured by a major credit card.

Cut Off Date: September 12, 2017

Cancellations: All cancellations must be made 48 hours prior to check-in.

Register Online: www.afdsny.org OR
Mail to: AFDSNY PO Box 496, Selkirk, NY 12158
NO Registrations will be accepted via email
Further information: program.coordinator@afdsny.org
518-275-6585

2017 Leadership Summit ATTENDEE REGISTRATION FORM

ALL registration forms are REQUIRED to have an EMAIL address

Fire District Information:			Payment Method:		
_____			Check _____ Visa _____ Mastercard _____ Amex _____		
District Name _____			Credit Card Number _____		
Address _____			Name on Credit Card _____		
City _____	State _____	Zip _____	CCV Code _____		Exp. Date _____
Phone _____	Email *REQUIRED _____		Authorization Signature _____		Date _____

Print Name as it will appear on badge Select only ONE (1) package per registrant Lunches are included in packages except Trade Show.	#1 Full Package \$325	#2A Thurs Fri \$240	#2B Fri Sat \$240	#3A Thurs Only \$125	#3B Friday Only \$125	#3C Saturday Only \$125	#4 Expo Only \$15	TOTAL
Name: _____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Position: _____ Email: _____	\$325	\$240	\$240	\$125	\$125	\$125	\$15	
Name: _____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Position: _____ Email: _____	\$325	\$240	\$240	\$125	\$125	\$125	\$15	
Name: _____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Position: _____ Email: _____	\$325	\$240	\$240	\$125	\$125	\$125	\$15	
Name: _____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Position: _____ Email: _____	District Officials Total							

GUESTS Print Name as it will appear on name badge Select all meals you wish to purchase	Thursday Breakfast \$25	Thursday Lunch \$35	Friday Breakfast \$25	Friday Lunch \$35	Saturday Breakfast \$25	Saturday Lunch \$35	TOTAL
Name: _____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Name: _____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Name: _____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Name: _____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Guests Total							

ALL Registrations are NON Refundable

GRAND TOTAL	
--------------------	--



2017 Fall Leadership Summit & Vendor Expo

Thursday Morning Line Up



Putting the Pieces Together

Solving the Puzzle (9am)

Joe Frank, Esq., Joyce Petkus, Rudy Sunderman

A Round Table Panel Discussion -

For Commissioners, Chiefs, Secretaries, Treasurers. An open discussion of common issues in Fire Districts. We all struggle with many of the same day to day issues. This is your opportunity to ask the questions and learn how to resolve you issues by working together.



The Mysteries of the "ARCHIVES"

Maria McCashion & Linda Bull (10:30am)
Regional Advisory Officers
NYS Archives

This session will cover general records management principles and activities for maintaining records throughout their life cycle in all formats including electronic. It will explain the State Archives Retention and Disposition Schedule (MU-1) and its role in identifying records, transferring active records to inactive storage, disposing of obsolete records, and identifying permanent records for preservation. Tips and strategies provided will help build the foundation for a sound records management program.



Budgeting & Long Term Planning

Kyle Brengel, CPA, CGMA, Managing Partner
Gentile Pismeny & Brengel, LLP (9am)

We will be advising workshop participants on how to assess, properly plan and budget to meet their Districts' ongoing operational and long-term capital needs. We will advise workshop participants on developing, evaluating and monitoring their operational budget as well as that of a five (5) year capital asset plan; identifying spending limitations and constraints; evaluating prospective funding or financing options to meet capital planning needs and initiatives; and assessing the impact of capital planning needs and outlays on their Districts' annual budgets.

Thursday Afternoon Line Up



Dr. Candice McDonald

Keynote Speaker

Thursday, October 12 1:15pm

Dr. Candice McDonald is a firefighter/public information officer with the Sebring (OH) Fire Department and a firefighter/former EMS officer with the Winona (OH) Fire Department. She works full-time for NASA in the Office of Protective Services. She is a member of the FDIC/Fire Engineering Advisory Board, co-chair of the Cumberland Valley Volunteer Firemen's Association Reputation Management Committee, and an active member of the

ResponderSafety.com outreach team and the Volunteer Trustee for iWomen. McDonald has a doctor of business administration degree with a specialty in homeland security, a master's in organizational leadership, a bachelor's in business administration, and an associate's in health and human services. www.candicemcdonald.com

2017 Vendor Expo

Opening of the 2017 Vendor Expo

Join us as we kickoff the annual Expo in the beautiful Saratoga Springs City Center.
(3:00pm - 6:00pm)

Welcome Reception

Welcome Reception

Come enjoy some light evening refreshment on the Expo floor with all our Vendors
(4:30pm - 5:30pm)



2017 Fall Leadership Summit & Vendor Expo

Friday Morning Line Up

2017 Vendor Expo

New for 2017!

Morning Expo Hours

Expo Floor Open: 8:30am - 10:00am

& 2:00pm - 5:00pm

Get the jump on the day.

Come down early and check out our Vendors!



Litigation Avoidance for Fire Districts & Departments (10:00am)

Gregory B Reilly

Adam G Guttell

Martin, Clearwater & Bell LLP

What types of claims are brought against Fire Districts by employees and/or volunteers? How great is the exposure? Case studies, how to use the benefits of hindsight to limit costly future litigation. Policies and procedures to implement now!

Friday Afternoon Line Up



Working with Vendors part 2 (1:00pm)

David Denniston

Director of Risk Management

McNeil & Company

In this session we will explore the value that vendors bring to your Fire District and how they can assist with your projects. We will discuss how to use them as a resource and the due diligence necessary to make sure your district is making informed decisions. The session will end with a project that you can take down to the show floor and mingle with the vendors that support the Association by coming to the show.



QuickBooks 101 (1:00pm)

BST & Co. CPS's, LLP

Starting from scratch or refreshing your skills. This session will be teaching the basics of one of the most popular bookkeeping systems used today, QuickBooks.



Sundaes on Friday! (2:15:pm)

Once again we invite you to join us on the Expo floor to enjoy some Make-Your-Own Sundaes!

All Registration Fees are NON Refundable

Lunches are included in Full Registration, One Day and Two Day Registration Packages

All non package registrations (guests) must purchase lunches separately for \$35 each.

Use the GOLD space on the registration form.

NO REGISTRATIONS WILL BE ACCEPTED VIA EMAIL

Register Online at:
www.AFDSNY.org

Mail to:
AFDSNY
PO Box 496
Selkirk NY 12158

Further Assistance:
program.coordinator@afdsny.org
518.275.6585



2017 Fall Leadership Summit & Vendor Expo

Saturday Morning Line Up



Working with Vendors part II

(9:00am)

David Denniston

*Director of Risk Management
McNeil & Company*

This session will be used to discuss the exercise on the show floor and share successes and or struggles you found while trying to get the information from vendors to make an informed decision.

Saturday Morning Line Up



Cancer Incidence in Volunteer Fire Fighters in New York State

*Dr. Jacqueline Molina, MD, MSc,
FACP, FACOEM*

(10:00am)

We are conducting a study at Northwell Health, funded from FASNY, to evaluate the rates of cancer that volunteer firefighters have experienced. Our goal is to conduct a scientific-ly rigorous study that will enable us to determine whether rates of cancer are elevated in firefighters across the different age groups, and use this information for prevention and awareness programs as well as to bolster a cancer presumption bill from NYS to cover all firefighters, not only the career fire fighters.

Saturday Morning Line Up



Back by Popular Demand!

The Attorney's Panel (10:45am)

Moderated by Joseph F. Frank, Esq., Counsel AFDSNY, and featuring William N. Young, Jr., Esq., William F. Glass, Esq., Raymond S.

DiRaddo, Esq., John W. Clark, Esq. and Kyle

Brengel, C.P.A.. The Panel will discuss legal and financial issues which face fire district officers and answer questions submitted by those in attendance.

Saturday Afternoon Line Up



Navigating Social Media for Fire and

EMS Organizations (1:00pm)

Mike Dallessandro

David Denniston

Director of Risk Management, McNeil & Co.

We will explore the value and pitfalls of social media use in fire and ems organizations. Many first responders have found themselves in hot water, including termination, from inappropriate use of social media. Finding the line between freedom of speech and public mistrust can be difficult to navigate. Mike and Dave will use some recent examples and court cases to help make what is acceptable more understandable for the participants.

Discover SARATOGA

www.DiscoverSaratoga.org

Download the official

Discover Saratoga NY Mobile App

to access all things Saratoga NY



Whether visiting Saratoga Springs for the first time or returning to discover something new, this easy to use app created by the Saratoga Convention & Tourism Bureau can guide you!



2017 Fall Leadership Summit & Vendor Expo

October 12 - 14, 2017
Saratoga Hilton & City Center
Saratoga Springs, NY



Association of Fire Districts of
the State of New York
PO Box 496
Selkirk NY 12158



POSTAGE



ADDRESS