

BOARD OF SUPERVISORS

Madison County, Mississippi

E-911 Administration Office

1633 W. Peace Street, PO Box 608, Canton, MS 39046

T: (601) 859-6485 F: (601) 859-4743

DATE: July 1, 2021
TO: Madison County Board of Supervisors
FROM: EMA Office
RE: Request of Approval
2021 Emergency Services Administrative Professional (ESAP) Conference

We are seeking approval for travel and expenses for Abonie Robicheaux and Jennifer Knight 2021 Emergency Services Administrative Professional (ESAP) Conference in Biloxi, MS. The dates of the conference are September 8-10th. This conference is part of a certified program for Emergency Service Admin Professionals. Jennifer serves on the Board and Abonie serves on the Committee of the Association.

Attached is the registration information for the conference.



Emergency Services Administrative Professionals [ESAPA] Conf. Information

Let us take this opportunity to introduce you to the “Mississippi Emergency Services Administrative Professionals (ESAPA) Association”. This association is comprised of Administrative Professionals, Administrative Professional Assistants and Support Personnel from Fire Departments, Police Departments, Sheriff Departments, EMS, Emergency Management Agencies, and 911 Tele-Communicators across the state of Mississippi.

The purpose of the Association shall be to promote the academic, cultural, and social interests of Emergency Services Administrative Professionals throughout the State of Mississippi, to strengthen their knowledge of current trends and necessary skills as well as establish a strong network of all professionals in the emergency services field.

In addition, our organization welcomes membership/non-membership from various affiliated organizations/agencies. It is our belief that it is necessary and advantageous for us to keep up with current trends and share proven ideas through various emergency services to better serve our communities and state.

Established in 2009, this organization along with the Mississippi Fire Academy has developed a cross-disciplinary certification program designed to foster and track professional and personal growth in the emergency services field, and that certification is awarded after successfully completing twenty (20) hours of course work and recertifying by attending and completing nine (9) additional hours every two (2) years. Sworn law enforcement personnel attending will receive 12 continuing education hours recognized by the Board of Minimum Standards. Certification is acquired by approved subject matter delivered during its annual conference.

We are in the planning stages of our next conference, which will be presented at the Golden Nugget in Biloxi, MS, September 8-10. ESAPA is a Mississippi Domestic Non-Profit Corporation.

This is an invitation to attend a GREAT conference or join a GREAT association that was developed JUST FOR YOU! We look forward to you attending!

For more information or questions, please contact us by email at msepapassoc@gmail.com . We look forward to seeing you all very soon!

ESAPA

Executive Board/ Committee Members

2021 Conference Program

“Alone we can do so little – Together we can do so much!” – Helen Keller

Wednesday, September 8, 2021

7:00 p.m. – 9:00 p.m. MEET & GREET! ~ Golden Nugget Casino ~ Come prepared to compete for a chance to play “ESAP Family Feud”! Meet your fellow ESAP members – after all, this IS a networking conference! The executive committee has been busy planning fun activities to help new and existing members get to know each other. ALSO – BE SURE TO BRING YOUR BUSINESS CARD!

Thursday, September 9, 2021

8:00 a.m. – 8:30 a.m. CONFERENCE REGISTRATION – Golden Nugget Casino

8:30 a.m. – 8:45 a.m. WELCOME TO BILOXI!
Welcome and Opening Remarks

8:45 a.m. – 9:45 a.m. FIRST VOICE
Dr. Damen Darcey, UMMC

9:45 a.m. – 10:00 a.m. NETWORKING BREAK

10:00 a.m. – 11:30 a.m. COMMUNITY MEMBERS WITH SPECIAL NEEDS
Dr. Tiffany Anderson, Jackson Hinds Behavioral Health

11:30 a.m. – 11:45 a.m. NETWORKING BREAK

11:45 a.m. – 12:15 a.m. LEGISLATIVE UPDATE
Terry Wages, Executive Director MS State Fire Academy

12:15 a.m. – 1:15 p.m. LUNCH

1:15 p.m. – 2:00 p.m. VENDOR INTRODUCTION/ DOOR PRIZES

2:00 p.m. – 3:30 p.m. PERS
Public Employees’ Retirement System of Mississippi

3:30 p.m. – 3:45 p.m. NETWORKING BREAK

3:45 p.m. – 5:00 p.m. BRIDGING THE GENERATIONAL GAP
Kimberly Evans, ESAP President

Friday, September 10, 2021

8:00 a.m. – 8:30 a.m.	ANNOUNCEMENTS
8:30 a.m. – 10:30 a.m.	HUMAN TRAFFICKING Jody Dyess, Free International
10:30 a.m. – 11:00 a.m.	NETWORKING BREAK
11:00 a.m. – 12:00 p.m.	BUSINESS MEETING (MANDATORY FOR ALL MEMBERS) <i>*Board Elections</i> <i>*Approval of ESAP By-Laws</i>
12:00 p.m.	ADJOURN

EMERGENCY SERVICES ADMINISTRATIVE PROFESSIONAL ASSOCIATION
2021 ANNUAL CONFERENCE

REGISTRATION FORM

September 8-10, 2021 – Biloxi, MS
Golden Nugget Casino

PLEASE RETURN THE COMPLETED FORM TO:

Emergency Services Administrative Professionals (ESAP)
Attn: Carolyn Palmer c/o Brandon Fire Dept.
629 Marquette Rd.
Brandon, MS 39042
Phone: (601)824-4636 Fax: (601)824-4639

Jennifer Knight

Name (please print)

1633 W. Peace St.

Mailing Address

Canton, MS 39046

City State/Zip

Madison Co. EMA

Department

601-859-4188 / 601-859-4743

Daytime Telephone/Fax Number

jennifer.knight@madison-co.com

Email Address

CONFERENCE REGISTRATION FEES:

EARLY REGISTRATION (postmarked **by** August 18th)

Early Registration ESAP Member \$125.00

Early Registration non-member \$225.00

LATE REGISTRATION (postmarked **after** August 18th)

Late Registration ESAP Member \$150.00

Late Registration non-member \$250.00

GUEST TICKETS

I need ___ Guest Tickets at \$35.00 per person for the Network Luncheon.

Please request guest tickets by August 18, 2021. Guest tickets sold thereafter will be based on space- availability.

METHODS OF PAYMENT:

Enclosed is a check in the amount of \$ _____ Invoice my department: PO# _____

I will be bringing my payment to conference in the total amount of \$ _____

One T-shirt provided as part of your registration Fee!

Please indicate size: (guaranteed **only** with early registration) Small Med Large XL XXL

Hotel reservations are to be made directly with Golden Nugget Casino
151 Beach Boulevard, Biloxi, MS 39530 (t:) 800-777-7568
Cost is \$69.99/night (Wednesday and Thursday) **Group code: S210310**

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Brandon, MS 39042

Phone: (601)824-4636 Fax: (601)824-4639

Abonie Robicheaux

Name (please print)

1633 W. Peace St.

Mailing Address

Canton, MS 39046

City State/Zip

Madison Co. EMA

Department

601-859-4188 / 601-859-4743

Daytime Telephone/Fax Number

abonie.robicheaux@madison-co.com

Email Address

Com

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