

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: June 28, 2022

TO: Madison County Board of Supervisors

FROM: EMA Office

RE: Request of Approval
2022 Emergency Services Administrative Professional (ESAP)

We are seeking approval for travel and expenses for Jennifer Knight and Abonie Robicheaux to attend the 2022 ESAP Conference in Biloxi, MS. The dates of the conference are September 7-9th.

Attached is the registration and hotel information for the conference.

EMERGENCY SERVICES ADMINISTRATIVE PROFESSIONAL ASSOCIATION
2022 ANNUAL CONFERENCE

REGISTRATION FORM

September 7-9th – Biloxi, MS
IP Casino & Resort
Reservations: 888-946-2847

PLEASE RETURN THE COMPLETED FORM TO:
Emergency Services Administrative Professionals (ESAP)
Attn: Treasurer
PO BOX 623
Canton, MS 39046
Email: msesapassoc@gmail.com

Abonie Boyd-Robicheaux

Madison County EMA

Name (please print)

Department

1633 W. Peace St.

601-859-4188

Mailing Address

Daytime Telephone/Fax Number

Canton, MS 39046

abonie.robicheaux@

City State/Zip

Email Address

madison-co.com

CONFERENCE REGISTRATION FEES:

EARLY REGISTRATION (postmarked *by* August 26th)

- Early Registration ESAP Member \$150.00
 Early Registration non-member \$225.00

LATE REGISTRATION (postmarked *after* August 26th)

- Late Registration ESAP Member \$175.00
 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 IP Casino & Resort
no later than August 17, 2022

850 Bayview Avenue, Biloxi, MS 39530

Cost is \$79.99/night (Wednesday and Thursday) **Group code: ESAI22C**

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Emergency Services Administrative Professionals (ESAP)
Attn: Treasurer
PO BOX 623
Canton, MS 39046
Email: msesapassoc@gmail.com

Jennifer Knight
Name (please print)
1633 W. Peace St.
Mailing Address
Canton, MS 39046
City State/Zip

Madison County EMA
Department
601.859.4188
Daytime Telephone/Fax Number
jennifer.knight@
Email Address
madison-co.com

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