

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: May 8, 2023

TO: Madison County Board of Supervisors

FROM: EMA Office 

RE: Request of Approval
2023 Emergency Services Administrative Professional's Conference (ESAP)

We are seeking approval for travel and expenses for Jennifer Knight and Abonie Robicheaux for the 2023 ESAP Conference in Biloxi, MS. The dates of the conference are September 6th thru 8th, 2023.

Mrs. Knight serves as the President and Mrs. Robicheaux serves as the Secretary on the Association's board.

Attached is the registration information for the conference.

EMERGENCY SERVICES ADMINISTRATIVE PROFESSIONAL ASSOCIATION

2023 ANNUAL CONFERENCE

September 6-8th – Biloxi, MS

IP Casino & Resort

DUES & REGISTRATION FORM

PLEASE RETURN THE COMPLETED FORM TO:

Emergency Services Administrative Professionals (ESAP)

Attn: Treasurer

PO BOX 623

Canton, MS 39046

Email: msesapassoc@gmail.com



Abonnie Boyd-Robicheaux

Name (please print)

1633 W. Peace St.

Mailing Address

Canton, MS 39046

City, State, Zip

Madison Co EMA

Department

601. 859. 4188

Daytime Telephone/Fax Number

abonnie.robicheaux@madison-co.com

Email Address *required*

2023 DUES & REGISTRATION:



MEMBERSHIP DUES

\$ 50.00

Please check box if only paying for "Dues Only"



CONFERENCE REGISTRATION \$150.00 (EARLY, Postmarked by 8/4/2023)

\$ 150.00



CONFERENCE REGISTRATION \$175.00 (LATE, Received after 8/4/2023)

\$ _____



GUEST TICKETS (includes social event and lunch only) QTY _____ x 35.00

\$ _____

TOTAL

\$ 200.00

METHOD OF PAYMENT:



Check enclosed

CK# _____



Invoice my department:

PO# _____



I will be bringing my payment to conference. Note, all payments received after deadline will be considered late registration.

One shirt is provided as part of your registration Fee!

Please indicate size: (guaranteed **only** with early registration)

Small Med Large XL XXL 2XL 3XL 4XL

Please check box if you have dietary restrictions.

HOTEL INFORMATION:

Hotel: IP Casino and Resort, Biloxi, MS

Group Name: Emergency Services Administrative Professionals

Group Code: esai23c (note: you may have to use capital letters when booking online)

Cut-Off Date: Thursday, August 24, 2023

Reservations: www.ipbiloxi.com/groups or call 888-946-2847

Room Rate: \$79.00 nightly

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

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

2023 DUES & REGISTRATION:

- | | | | |
|-------------------------------------|---|-------------------|------------------|
| <input checked="" type="checkbox"/> | MEMBERSHIP DUES | | \$ 50.00 |
| | <i>Please check box if only paying for "Dues Only"</i> <input type="checkbox"/> | | |
| <input checked="" type="checkbox"/> | CONFERENCE REGISTRATION \$150.00 (EARLY, Postmarked by 8/4/2023) | | \$ 150.00 |
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