

GENERAL INFORMATION

- **Who Should Attend** Fire service support personnel dedicated to their career, hungry for knowledge and striving to keep up with current trends and issues.
- **Why You Should Attend** The Illinois Fire Service Administrative Professionals' mission is to provide an educational channel for administrative support personnel, and to strive to obtain information so that we may equip ourselves to serve our departments with even greater skills and knowledge. This 2-day event will feature relevant topics presented by informative speakers and will offer attendees a unique opportunity to network and exchange information with colleagues, in an effort to meet our purpose.
- **Cost** The "Full Conference Package" includes Thursday and Friday sessions, all meals and two evenings of lodging (Wednesday and Thursday nights).
- **Please contact us if you require a single night lodging option**
- Also available are one-day sessions, which include breakfast and lunch.
- **Scholarships are available for this conference.**
 - If you are applying for a scholarship, please complete your registration form and send it to Sharon noting you have applied for a scholarship.
- **Sleeping Arrangements** Accommodations are based upon double occupancy. If you would like to share a room with a specific person, please indicate this on your registration form. If you prefer single occupancy accommodations, there is an additional fee as noted on the registration form.
- Room assignments are random.
- **Dress: Casual attire**
- **Raffle: Tickets are sold from 8 a.m. Thursday morning until 11 a.m. on Friday \$5 each or 5 tickets for \$20. Proceeds support IFSAP educational programs**
- **Arrival:** Check in on Wednesday, April 18, 2018 4 p.m.
- **Wednesday Night Weary Travelers: Galena Ballroom IV-V – 7:30 p.m. – 10 p.m.**
 - Light appetizers will be provided
- **Departure: Check out 12:00 p.m.**

**** This year if you wish to stay Friday and/or Saturday night the Special regular room Rate is \$120, please check the boxes on the registration form along with your conference package selection and include payment to IFSAP.**

- **IFSAP subsidizes a substantial portion of the cost of this conference.**

CONFERENCE SCHEDULE

**** All Training Sessions take place in Galena Ballroom I-III ****

**Wednesday, April 18 ~ Weary Traveler's: Galena Ballroom IV-V– 7:00 p.m. - 8:30 p.m.
S'more Bonfire near butterfly garden – 8:30 p.m. - 9:30 p.m.
(weather permitting)**

Thursday, April 19 ~

Wake up Breakfast served in Galena Ballroom IV-V @ 7:30 a.m. – 9:00 a.m.

8:00 a.m. to 9:00 a.m. Registration

9:00 a.m. Welcome /Robin Dubiel IFSAP President

9:15 a.m. to 10:30 a.m. Blast Away Procrastination ~ Rita Emmett

BREAK

10:45 a.m. to 12:00 p.m. Blast Away Procrastination ~ Rita Emmett

12:00 p.m. to 1:00 p.m. Lunch in Galena Ballroom IV-V

1:00 p.m. to 2:00 p.m. Clutter-Busting ~ Rita Emmett

BREAK

2:15 p.m. to 3:00 p.m. Annual Meeting and Installation of the Board

6:30 p.m. to 7:30 p.m. Cocktail Reception – Galena Ballroom IV-V

7:30 p.m. to 10:00 p.m. Dinner with DJ Entertainment

Friday, April 20 ~

Breakfast served in Galena Ballroom IV-V @ 7:30 a.m. – 9:00 a.m.

9:00 a.m. to 10:30 a.m. ComputerCrime Webinar ~ Michael Bazzell

BREAK

10:45 a.m. to 12:00 p.m. Michael Bazzell ~ Continued

12:00 p.m. to 1:00 p.m. Lunch in Galena Ballroom IV-V

1:00 p.m. to 2:00 p.m. Powerful Presence ~ Jill Morgenthaler

2:00 p.m. to 2:30 p.m. Wrap Up: evaluation forms, certificates & raffle prize drawing

CONFERENCE CONCLUDES

Illinois Fire Service Administrative Professionals

Annual Conference

April 18 – 20, 2018

Eagle Ridge Resort

384 Territory Drive

Galena, IL 61036

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SPEAKERS & TOPICS

Thursday, April 19

Blast Away Procrastination and Clutter-Busting / General Clutter and Paper Clutter ~ Rita Emmett

Back by popular demand ~

Rita, has worked 19 years at a counseling agency and has been presenting Keynotes and Seminars to businesses and organizations since 1978. She was the Keynote Speaker at the Governor's Mansion in Springfield, Illinois. Rita has taught each of her topics as an eight-week course at Triton and Chicago City Colleges (was adjunct faculty at both for over 15 years). She was published in the *Great Speakers Anthology* in 1995, and has had dozens of articles published in magazines and newspapers. She received the Business and Professional Women's "Woman of Achievement" award. Every year she is included in the *Who's Who In American Education* (since 1992), as well as *Who's Who in America*, *Who's Who in the Midwest*, *The World Wide Who's Who of Women*, and *Who's Who of American Women*.

Friday, April 20

ComputerCrime Webinar ~ Michael Bazzell

Back by popular demand ~

Michael Bazzell spent 18 years as a government computer crime investigator. During the majority of that time, he was assigned to the FBI's Cyber Crimes Task Force where he focused on computer crime investigations. As an active investigator, he has been involved in numerous major criminal investigations including online child solicitation, child abduction, kidnapping, cold-case homicide, terrorist threats, and computer intrusions. He has trained thousands of individuals in the use of his investigative techniques. He also served as the technical advisor for the television hacker drama "Mr. Robot". His books "[Open Source Intelligence Techniques](#)" and "[Hiding from the Internet](#)" have been best sellers in both the United States and Europe. Michael currently works and resides in Washington, D.C., and serves as an advisor for the privacy app Sudo.

Powerful Presence ~ Colonel Jill Morgenthaler

Overcoming many obstacles in her career, Retired Army Colonel Jill Morgenthaler is an award-winning speaker who assists women and men in not only surviving but also thriving as leaders. Retired Colonel Jill Morgenthaler is a woman of many firsts. Colonel Jill was in the experimental class where the Army tested to see if women could lead men. She was a 22-year-old commander along the border of North and South Korea. She was the first woman battalion commander in the 88th Regional Support Command; and she was the first woman brigade commander in the 84th Division, commanding hundreds of Soldiers across six states. In Iraq, she faced off with Saddam Hussein. In Illinois, Colonel Jill was the first woman to lead homeland security. One of her proudest moments in the Army is when she stopped the Soviet kidnapping of an American satellite engineer.

Today, Colonel Jill is the author of the book *Courage to Command: Leadership Lessons from a Military Trailblazer*. Her book has helped thousands of women and men become leaders, and be better leaders. Leaders are not born but are grown, and Colonel Jill is devoting her life to building confident, successful professionals.

For further information or to register for the IFSAP Annual Conference visit our website: www.ifsap.org

An investment in knowledge always pays the best interest.

~ Author unknown

**ANNUAL CONFERENCE REGISTRATION
LODGING DESCRIPTIONS**

Registration deadline is March 9, 2018

\$240.00	Single Occup. Full Conf. Package (two nights – Wed & Thurs night) – all meals If you prefer single occupancy, there is an additional charge of \$20 per night.
\$200.00	Full Conference Package (two nights – Wed & Thurs night) – all meals Double Occupancy
\$100.00	Thursday Session only, April 19 - Includes Breakfast, Breaks and Lunch
\$100.00	Friday Session only, April 20 – Includes Breakfast, Break and Lunch
\$120.00	** Additional Friday Night Lodging
\$120.00	** Additional Saturday Night Lodging

Above prices are based upon double occupancy. Please specify name of roommate below.