

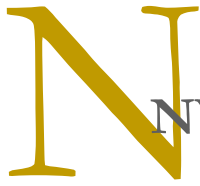
A large graphic featuring the letters 'Q', '&', and 'A'. The 'Q' is a large, bold, yellow letter. The '&' is a white ampersand. The 'A' is a large, bold, brown letter. The background is black with a white horizontal band across the top.

The Counties'  
Best Forum for

NYS Association of Counties  
**2012 Legislative Conference**

January 30 - February 1, 2012  
Desmond Hotel . Albany. NY

Hon. Mary Pat Hancock, Genesee County, President



## NYSAC 2012 Legislative Conference

January 30 - February 1, 2012  
The Desmond, Albany, New York

### Conference Overview

This year's Legislative Conference will include a broad array of timely programs and sessions designed to support the day-to-day efforts of county officials struggling to balance dwindling budgets and an ever changing landscape of issues.

NYSAC has developed a comprehensive program of workshops, plenary sessions, training programs and networking opportunities to help county officials explore solutions and share new approaches to a path towards better times for county government.

### Conference Objectives

- **LEARN** about what other counties are doing to manage during austere times.
- **PARTICIPATE** in a variety of key workshops on topics essential to efficient county government.
- **COMMUNICATE** with your counterparts from across the state and build a strong connection for regional and state-wide support.
- **SHARE** your counties' concerns face-to-face with private sector representatives, opening a productive dialogue for public/private sector partnerships that can create new efficiencies in your county.

### Who Should Attend

- Legislators/Supervisors
- County Executives
- County Chairs of Legislative Boards
- County Administrators
- County Clerks
- Clerks of Legislative Boards
- Finance & Budget Officers
- County Attorneys
- Personnel Officers
- Department Heads
- All Employees of County Government
- State and Federal Representatives
- Private Companies that wish to network with County Officials by becoming an Exhibitor or Sponsor

### 4 Convenient Ways to Register!

- **ONLINE—Preferred Method!**  
(County Officials ONLY)  
<https://www.regonline.com/nysaclegconf2012>
- **FAX**  
NYSAC Registration Form (to NYSAC)  
(518) 465-0506  
  
Hotel Reservation Form (to Desmond)  
(518) 869-7659
- **MAIL**  
NYSAC, 540 Broadway, 5th Floor  
Albany, NY 12207
- **ONSITE**  
You may register as a walk-in on site at any time throughout the Conference at



# AGENDA

## NYSAC 2012 LEGISLATIVE CONFERENCE

### Monday, January 30th

|                 |  |
|-----------------|--|
| 8:30am-7:00pm   | Registration   |
| 9:30am-5:00pm   | <i>Orientation for Newly Elected County Officials</i>  |
| 10:00am-11:30am | <b>NYSAC Standing Cmt. Mtgs. (Track I)</b><br>Native American Affairs<br>Economic Development, Environment & Rural Affairs<br>Taxation & Finance<br>Public Health/Mental Health<br>Transportation & Public Works |
| 11:30am-1:00pm  | <b>NYSAC Standing Cmt. Mtgs. (Track II)</b><br>Children with Special Needs<br>Medicaid & Human Services<br>Public Employee Relations<br>Public Safety<br>Intergovernmental Relations                             |
| 1:00pm-2:00pm   | NYSAC Blue Ribbon Task Force on the Future of Farming  |
| 1:00pm -2:00pm  | NYSAC Standing Committee Luncheon  |
| 1:00pm-7:30pm   | Exhibits Open  |
| 2:00pm-3:00pm   | NYSAC Legislative Committee Meeting  |
| 2:00pm-3:15pm   | <b>Workshop Session I</b>  |
| 2:00pm-5:00pm   | NYSAC Board of Directors Meeting   |
| 3:15pm-6:00pm   | Resolutions Committee Meeting  |
| 3:15pm-3:45 pm  | Coffee Break in Exhibit Hall   |
| 3:45pm-5:00pm   | <b>Workshop Session II</b>   |
| 5:00pm-6pm      | NYMIR Member Reception   |
| 6:00pm-7:00pm   | Reception Honoring<br>NYSAC Exhibitors & Sponsors  |
| 7:00pm-9:00pm   | NYSAC Dinner Banquet   |

### Tuesday, January 31st

|                 |   |
|-----------------|---|
| 7:00am-5:00pm   | Registration  |
| 7:30am-5:00pm   | Exhibits Open   |
| 7:30am-8:45am   | General Breakfast   |
| 8:45am-10:15am  | <b>Opening General Assembly</b>   |
| 10:15am-10:45am | Coffee Break in Exhibit Hall  |
| 10:45am-Noon    | <b>Workshop Session III</b>   |
| Noon-1:30pm     | NYSAC Business Meeting Part I<br>Legislative Luncheon   |
| 1:30pm-2:00pm   | Time to Visit Exhibit Hall  |
| 2:00pm-3:15pm   | <b>Workshop Session IV</b>  |
| 3:15pm- 3:45pm  | Coffee Break in Exhibit Hall  |
| 3:45pm-5:00pm   | Joint Meeting:<br>County Executives,<br>County Chairs of Legislative Brds,<br>County Administrators |
| 3:45pm-5:00pm   | <b>Workshop Session V</b>   |
| 5:30pm-6:30pm   | <b>NYSAC Reception Sponsored by<br/><i>The Desmond</i></b>  |

### Wednesday, February 1st

|                |   |
|----------------|---|
| 8:00am-9:00am  | General Breakfast   |
| 8:00am-9:00am  | Joint Intercounty Breakfast   |
| 9:00am-10:30am | NYSAC Business Meeting: Part II<br>Resolutions<br>Closing General Assembly: <i>Mandates</i> |



# G GENERAL INFORMATION

## Important Deadlines

### **HOTEL RESERVATION**

#### **DEADLINE - JANUARY 13th**

(or) until the Conference room block is sold out)

PLEASE FAX YOUR HOTEL FORM DIRECTLY TO THE DESMOND AT 518.869.7659.

### **CONFERENCE PRE-REGISTRATION**

#### **DEADLINE - JANUARY 23rd**

(please register at the Conference registration desk as a walk-in after this date.)

### **REGISTRATION CANCELLATION DEADLINE - JANUARY 23rd**

Paid registrations cancelled PRIOR to Jan. 23rd will be refunded and subject to a 25% administrative fee. Cancellations made after this date cannot be refunded.

## Hotel Accommodations

A block of rooms has been reserved at The Desmond in Albany, NY. To make a hotel reservation, please complete the enclosed hotel reservation form and return it **DIRECTLY TO THE HOTEL**. **SPACE IS LIMITED!** Rooms will be sold on a first come, first served basis, so make sure to send in your hotel forms as early as possible to assure that you get a room. The deadline for hotel reservations is January 13th. It is important to note that the deadline does not mean that you are assured a room if you register before this date. The deadline means that our room block is being held until this date. Remember that the room block can sell out **before** the deadline so please don't wait to send in your hotel forms. If you need to cancel your hotel reservation once registered, please do so directly with the hotel. NYSAC cannot process hotel arrangements.

### **HOTEL RATES INCLUDE MEALS!**

## Registration Fees

### **Full Conference Registration - \$ 185**

Includes participation at all workshops, plenary sessions, exhibit hall, receptions and coffee breaks on Monday through Wednesday. (Please note that this registration rate does not include meals. Meals are part of the hotel package rate OR you may purchase a la carte meal tickets at our registration desk.)

### **One-Day Registration - \$ 125**

Includes participation at all workshops, plenary sessions, exhibit hall, receptions, and coffee breaks on ONE DAY ONLY. Please note that we cannot combine partial days into a one day fee. (Please note that this registration rate does not include meals. Meals are part of the hotel package rate OR you may purchase a la carte meal tickets at our registration desk.)

## Hotel/Meal Packages

NYSAC conferences offer what is known as a FULL AMERICAN PLAN hotel package rate. A Full American Plan includes both MEALS and HOTEL ACCOMMODATIONS.

### **PACKAGE 1 Arrival 1/30 Depart 2/1**

Hotel room for Monday and Tuesday nights  
Monday lunch, dinner –Tuesday breakfast, lunch -  
Wednesday breakfast, gratuities

### **PACKAGE 2 Arrival 1/30 Depart 1/31**

Hotel room for Monday night only  
Monday lunch, dinner –Tuesday breakfast, lunch,  
gratuities

### **PACKAGE 3 Arrival 1/31 Depart 2/1**

Hotel room for Tuesday night only  
Tuesday breakfast, lunch- Friday breakfast, gratuities

# Educational Credits . Sponsor Opportunities . Newly Elected Orientation .

## Earn Dennis A. Pelletier County Government Institute Credits at the Legislative Conference!



The Dennis A. Pelletier County Government Institute is a structured educational program designed for elected and appointed county officials. It is designed to make county officials more knowledgeable of the issues and better prepared to find ways to address them in a cooperative manner. A Certificate of Achievement is awarded to each county official who completes the Institute's course requirements.

To obtain a certificate of achievement from the Pelletier Institute, registrants must enroll in the Institute and complete 34 credits of instruction. Classes are offered at NYSAC conferences and other events throughout the year. The Pelletier Institute is also expanding the use of on-line sessions to bring courses right to your desktop. To obtain a certificate, participants must complete 20 credits in required "core" courses, 11 credits awarded for elective sessions and four continuing education credits.

Look for the Dennis A. Pelletier County Government cap and diploma symbol in the workshop program to find out which of our conference workshops are eligible for earned credits.

## Private Sector Registration, Sponsorship & Exhibitor Opportunities

Private sector companies wishing to expand their customer base and raise awareness of their products and services among county government officials can greatly benefit from supporting the conference as a sponsor or exhibitor. NYSAC offers a broad range of sponsorship levels to meet your needs. Some of the benefits of sponsorship or exhibiting include:


- Recognition of your company through signage, program listings, and sponsor and exhibitor guides.
- Networking opportunities at receptions, meals, workshops and plenary sessions.
- Unprecedented access to county decision makers.

Complete details and registration forms regarding sponsorship and exhibiting opportunities can be found at [www.nysac.org](http://www.nysac.org) or by contacting Marketing Specialist Juanita Munguia at [jmunguia@nysac.org](mailto:jmunguia@nysac.org). Don't miss this unique opportunity to get the word out about your


Welcome  
Newly  
Elected  
County  
Officials!


The Dennis A. Pelletier County Government Institute is once again pleased to offer a special *ORIENTATION FOR NEWLY ELECTED AND APPOINTED COUNTY OFFICIALS*. The session will provide new county officials or existing county leaders an opportunity to refresh their knowledge with an overview of the complex issues they will face as county leaders. Basic instruction on the duties and responsibilities of county officials, county organizational structures, government ethics, adopting the county budget, open meeting law requirements, the state legislative process and a description of the issues confronting counties in the year ahead will be included in this orientation session. There is a separate \$50 registration fee for participation in this session in addition to the NYSAC conference fee. Lunch, breaks and materials are included. (*see conf. registration for details*)


# Workshops


**Dennis A. Pelletier County Government Institute Orientation for Newly Elected & Appointed County Officials**  The Pelletier Institute orientation program, a joint presentation of NYSAC and Cornell University, provides new county officials or existing county leaders looking to refresh their knowledge, with an overview of the complex issues they will face as county leaders. Basic instruction in the duties and responsibilities of county officials, county organizational structures, government ethics, adopting the county budget, open meeting law requirements, the state legislative process and a description of the issues confronting counties in the year ahead will be included in this orientation session. There is a separate \$50 registration fee for participation in this session in addition to the NYSAC conference fee. Lunch, breaks and materials are included. **Monday, 1/30, 9:30am-5pm**

**Meeting of Many Minds! Statewide EI and Pre K Consortium** Members of the Capital Region Early Intervention Preschool/EI Coordinators (CEIPAC), the Downstate Early Intervention Coordinating Officials (DECCO) and the Early Intervention West (EI West) groups will come together for the first time to discuss the statewide impacts of New York State policy, regulatory and fiscal proposals affecting the county Early Intervention and Preschool Special Education programs. **Monday, 1/30, 2pm-3:15pm Part 1, 3:45pm-5pm Part 2**

**Complete Streets: Coming To a Street Near You?**  More than 22 percent of total traffic deaths in New York State are pedestrians, almost double the national average. For older adults, the numbers are even more startling. Complete streets are designed to enable all people, including pedestrians, bicyclists, motorists, and public transportation users of all ages and abilities, to get around their communities safely. This session will discuss the recently passed state Complete Streets Law and the implications this law will have on counties. **Monday, 1/30, 2pm-3:15pm**

**Using What You've Got: How Planning Can Support Your County**  County governments are trying to do more with less. Despite local budgetary constraints, planning departments have the capacity to help your county. From preparing grant applications, to emergency management plans to coordinating economic development projects, planning departments are a one-stop shop for a variety of important projects. This panel will discuss how counties are using their planning offices to support their counties through tough times. **Monday, 1/30, 2pm-3:15pm**

**County Responsibilities in New York's Health Insurance Exchange**  As with many things in New York, something that appears to be a federal and state responsibility will inevitably require county government involvement. Under federal health reform New York has decided to operate a state controlled health insurance exchange that will help New Yorkers find affordable health insurance; but it will also enroll people in Medicaid, Family Health Plus or CHIP. Find out what New York's health insurance exchange may look like, what it is intended to do, and the likely role counties will play in bringing the new system on line. **Monday, 1/30, 2pm-3:15pm**

**Ethics In Government**  This session will provide an overview of the codes of conduct and other related legal requirements of county elected and appointed officials under state and local ethics laws, policies and procedures. The session will describe state and local laws governing gifts and inducements, conflicts of interest, financial disclosure requirements, operations of county ethics boards and other areas relating to integrity in government. This session is one of the core course requirements under the Dennis A. Pelletier County Government Institute (4 credits awarded). **Monday, 1/30, 2pm-5pm**

# Workshops

**Hey, Hey, Good Buy! - Finding MEGA Value for Your County** Counties get inundated with offers for "low cost energy" but how do you know the deals from the scams? The MEGA program has been working for counties for nearly two decades and continues to help save counties money on their energy bills. Join us for this workshop where we review the basics of MEGAs program and show you how MEGA helps local governments avoid costly mistakes when purchasing energy. **Monday, 1/30, 3:45pm-5pm**

**Tapping the Value of Agriculture in your Community** From upstate processing facilities to downstate markets like Hunts Point in the Bronx, agriculture connects New Yorkers from across the State. Incorporating agriculture into local economic development efforts is critical to the future of New York farms. Join us for this panel discussion to hear how counties are discovering new ways to tap the true value of agriculture to ensure the long term economic viability of their communities. **Monday, 1/30, 3:45pm-5pm**

**Indigent Defense Services and Funding** William J. Leahy, the Director Office of Indigent Legal Services, will break down the current status of indigent legal defense requirements, options and funding as well as what changes he anticipates in the upcoming year. This workshop will help your county prepare and budget for indigent defense costs though this and next year and will train your county on strategies that could provide the same or better services for lower county costs. **Monday, 1/30, 3:45pm-5pm**

**Media Relations and County Communications** In our hyper-connected society, there are more ways than ever to communicate with your constituents, the public and the media. And with the changes taking place at every level of government, effective public service requires more effective communication strategies. This session will address today's communication channels that county government leaders are using to reach different audiences. **Monday, 1/30, 3:45pm-5pm**

**Change Management for County Leaders** As a result of the property tax cap and broader economic weakness, county leaders are making changes to the way needed public services are being delivered. But change at the individual and organizational level is not easy. This session will address how change management strategies and tactics can help counties restructure operations and services. **Tuesday, 1/31, 10:45am-12pm**

**Taking Deadbeat Properties to the Bank!** Vacant, abandoned, and tax-delinquent properties can scar a community and hinder economic development. In this workshop, representatives from Empire State Development will explain how your county can create a land bank to help return blighted properties to productive use and revitalize your county's economy. **Tuesday, 1/31, 10:45am-12pm**

**The Eye of the Storm: Lessons Learned from Tropical Storms Irene and Lee – Impacts on Public Safety, Transportation and Public Infrastructure – Part 1 of 2** Tropical Storms Irene and Lee had devastating effects on many counties. Join us for this dynamic panel to discuss what happened during these storms, what counties learned, and how we can use these lessons to plan for the future. **Tuesday, 1/31, 10:45am-12pm**

**What Counties Need to Know About the 2012-13 State Budget** The State of New York continues to face significant fiscal challenges. The State budget shortfall for next year could reach \$3.5 billion and will grow each year thereafter. Multi-year solutions used in the State's current budget will make closing next year's gap more difficult. A review of Governor Cuomo's Executive Budget Recommendation will provide insight into how the state budget will impact counties. **Tuesday, 1/31, 10:45am-12pm**

# Workshops

## Get the Skinny for Your County: National Public Health Accreditation

This workshop will provide information regarding how your county can achieve National Public Health Accreditation. National public health accreditation provides consistent standards so that people have access to the same range and quality of services, despite their location. It also helps maximize dwindling resources by encouraging strategic investments to improve people's health, demonstrates accountability to residents and elected officials, and spurs innovation as counties and their local health departments work to meet their communities' needs. **Tuesday, 1/31, 10:45 am-12pm**

## Turning Leadership Qualities into Leadership Actions

In this session, keynote presenter David Rabiner will take the next step from his keynote presentation, "The New Normal in Leadership," and show us how to take the idea of leading better – and change that idea into effective leadership acts! **Tuesday, 1/31, 2pm-3:15pm**

## The Eye of the Storm: Lessons Learned from Tropical Storms Irene and Lee: Impacts on Public Health and Primary Care, PART 2 of 2

The recent natural disasters to hit New York State taught us that emergent situations require, among many things, a specific attention to public health and primary care. This session will focus on the multiple roles local departments of health during Irene and Lee, as well as the lessons learned about how counties' role in primary care is essential to recovery efforts. **Tuesday, 1/31, 2pm-3:15pm**

## Working for a Living: Getting NY Open for Business

Regional economic development efforts are focusing on strategic plans to grow local economies. The goal: make New York State a great place to do business. Join us for this session to hear the latest from the regional councils, including statewide, regional and local efforts to create jobs, stimulate economic growth, and get New York open for business. **Tuesday, 1/31, 2pm-3:15pm**

## To Meet the Cap...Or Not Meet the Cap – Property Tax Cap Implementation Update

At the NYSAC Fall Seminar we heard from counties on the difficult choices they would have to consider in order to comply with the property tax cap in 2012. Now we will hear how counties actually managed their budgets in the first year of the property tax cap, what the future holds, and how important relief from state imposed mandates will be in order to make the cap workable for county taxpayers. **Tuesday, 1/31, 2pm-3:15pm**


## Understanding the Real Property Tax System


Few issues capture the attention of county constituents like property taxes and their impact on their household budgets. Terms like Equalization Rates, Assessed Value, Tax Abatements, Exempt properties, and circuit breakers are frequently used in discussions concerning property tax reform. But what do they all mean? Participants will learn the basic fundamentals on how real property values are assessed, how rates are determined, and receive definitions of the terms most commonly used in describing the real property tax system from experts in the field. Participants will receive an introduction to the real property tax system created by State law and implemented by local real property tax professionals. **Tuesday, 1/31, 2pm-3:15pm**


## Public Sector Labor/Management Relations


During this session, participants will learn about the unique labor/management relationships existing in county government as established under New York State law. Seminar participants will learn about the requirements of the Civil Service Law, New York State's Taylor Law, the operations and responsibilities of the Public Employment Relations Board (PERB), and procedures mandated under other relevant state statutes. This session is one of the core course requirements under the Dennis A. Pelletier County Government Institute. (4 credits) **Tuesday, 1/31, 2pm-5pm**

# Workshops

**Veteran Services- An Imperative County Service that Benefits Veterans and the Community**  Counties provide many essential services to their community, perhaps none are as essential as Veteran Services. This workshop delivers facts about what steps County Veteran Service Departments are taking to help those men and women that have returned home after serving our country. This workshop will highlight the challenges veterans face when they return home as well as provide idea sharing on how to improve your county's veteran services. **Tuesday, 1/31, 3:45pm-5pm**

**Helping Your Constituents Go Green: Clean Energy Funding for Your Constituents**  Energy efficiency funding is available through a variety of sources, but where can residents go for information on their options? From incentives offered by utilities, to federal tax credits, there is money available for energy efficiency projects-if you know where to find it! Join us for a panel discussion to learn about how counties are connecting their residents with the right programs and funding for energy efficiency projects for residential properties, businesses and beyond. **Tuesday, 1/31, 3:45pm-5pm**

**When Kids Commit the Crime, Should They Do the Time?**  The Office of Court Administration has recently proposed changing the age of criminal responsibility in New York to make 16 and 17 year olds no longer treated as adults for certain crimes. OCA has selected some counties as pilots to test this new proposal. Join us for the panel where we will hear about the programs these pilot counties are running and the various effects such a change would have on DA's, local law enforcement, the courts and probation departments. We will discuss the ramifications of such a change, including the pros and cons for counties. **Tuesday, 1/31, 3:45pm-5pm**

**Sharing Technology Resources: Tools for Sharing and Integrating Technology**  This session will provide an update on county information technology sharing and procurement. **Tuesday, 1/31, 3:45pm-5pm**

**You Want Me to Do What? How State Mandates Impact Your Budget** Over many decades, public policy in New York has not always been developed with a clear and complete understanding of how much a program may cost or how big it may become. In some instances the state immediately sought a county contribution to lower their cost of providing a statewide service, in others the local sharing requirement was added later. State mandates on local government are not easily defined and they have become increasing burdens for counties. Find out just how expansive this practice has become and what it means for county budgets and property tax payers. **Wednesday, 2/1, 9am-10:30am**

NYSAC extends a special "Thank You" to the following affiliate organization:

**New York State Association of County Health Officials** for co-sponsoring the health issues track featured at this conference.



# HOTEL RESERVATION FORM

Fax or Mail this for to HOTEL  
Please DO NOT MAIL TO NYSAC

**Reservations will only be accepted via mail or fax until Jan. 13th or until sold out:**

## NYSAC 2012 Legislative Conference Hotel Reservation Form

The Desmond Hotel Reservation Manager, 660 Albany– Shaker Road, Albany, NY 12211

Fax: Reservation Manager: (518) 869.7659

Fax  
518.869.7659

**FAX OR MAIL THIS FORM TO THE DESMOND!**

Name \_\_\_\_\_

Address \_\_\_\_\_ County/Company \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email REQUIRED \_\_\_\_\_

## Hotel Packages (Please Check ✓ Package Choice)

**Package 1 Monday Arrival 1/30 Wednesday Departure 2/1**  
Single \$474/ per person Double Share \$330/ per person  
*Includes room on Monday & Tuesday Nights, Monday Lunch/Dinner, Tuesday Breakfast/Lunch, Wednesday Breakfast, Gratuities*

**Package 2 Monday Arrival 1/30 Tuesday Departure 1/31**  
Single \$295/ per person Double Share \$223/ per person  
*Includes room on Monday Night, Monday Lunch/Dinner, Tuesday Breakfast/Lunch, Gratuities*

**Package 3 Tuesday Arrival 1/31 Wednesday Departure 2/1**  
Single \$228/ per person Double Share \$156/ per person  
*Includes room on Tuesday Night, Tuesday Breakfast/Lunch, Wednesday Breakfast, Gratuities*

### Early Arrival - Sunday January 29, 2012

Single \$135/ per person  Double Share \$75/ per person (\$150 total for Double Room)

To ensure our conference is ADA accessible to all, please indicate if you require special assistance. IF YES, please specify:

### HOTEL DEPOSIT: YOU WILL NEED TO GUARANTEE YOUR RESERVATION WITH A CREDIT CARD OR AN ADVANCED DEPOSIT.

Enclosed is my advance deposit of \$110, made payable to the Desmond Hotel and Conference Center.

Please guarantee my reservation to my credit card, I have authorized charges with my signature.

Cardholder's Name \_\_\_\_\_ Signature \_\_\_\_\_

Credit Card Type \_\_\_\_\_ Credit Card Number \_\_\_\_\_ Expiration Date \_\_\_/\_\_\_/\_\_\_

Roommate Name (if Double Share) \_\_\_\_\_

Cardholder's Address \_\_\_\_\_

Cardholder's Phone \_\_\_\_\_ Guest Arrival Date \_\_\_/\_\_\_/\_\_\_ Guest Departure Date \_\_\_/\_\_\_/\_\_\_

### PLEASE READ THE FOLLOWING FOR IMPORTANT HOTEL INFORMATION

- **Hotel reservation must be received by January 13, 2012** after which time the room block will be released and reservations will be accepted based on availability. **Please note that the room block CAN sell out prior to the cut off date so register early to ensure a room in the hotel. NYSAC encourages you to make your reservation as soon as possible to avoid any inconvenience.**
- Room reservations at the Desmond are on a first come, first served basis.
- Check-in time is 4:00 pm. Guest room availability cannot be guaranteed before that time. Please confirm date of departure at check-in to avoid an early departure fee of \$25.00. Please present the hotel with a tax-exempt certificate upon registration.
- Checkout is 12 noon. Upon checking out, please pay the hotel directly by cash, check, credit card or county voucher. For your convenience, The Desmond will provide a room for storing your luggage.
- Hotel Confirmation will be sent by the Desmond Hotel as an acknowledgement of your reservation within 2 weeks of receipt of the form and once the credit card deposit is confirmed or payment is received. Please bring your confirmation to the hotel for prompt check-in.
- **If for any reason you need to cancel your reservation with the Desmond, please be sure to notify The Desmond (518)869-8110 DIRECTLY, 72 hours prior to arrival to avoid being charged for the room. If the Desmond is not contacted directly the registrant is responsible for all hotel charges. Please note that NYSAC cannot accept hotel cancellations. You may cancel this reservation 72 hours prior to your check-in date without charge. Should you fail to arrive or cancel after 72 hours prior to the check-in date, you will be charged the entire package. In the event you need to leave or change your reservation once registered, the entire value of the package will be charged.**

Register Today!  
 Fax THIS Form  
 to NYSAC  
 518-465-0506

# CONFERENCE REGISTRATION

## NYSAC 2012 Legislative Conference Registration Form

Registrations will be accepted via mail or fax:  
 NYSAC, 540 Broadway, 5th Floor, Albany, NY 12207  
 FAX: 518.465.0506

**Please fax or mail this form to NYSAC**

Name \_\_\_\_\_ Preferred Badge First Name \_\_\_\_\_

Title \_\_\_\_\_ County \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email **REQUIRED** \_\_\_\_\_

- \$185 Full Conference Registration**— *please note this rate is only available to member counties and their employees*  
 Includes participation at all open sessions, program workshops, affiliate programs and receptions Monday –Wednesday.  
*(Please note that registration rates do not include meals. Meals are part of the hotel packages or can be purchased a la carte at the registration desk)*
- \$125 One-Day Registration**— *please note this rate is only available to member counties and their employees*  
 Includes participation at open sessions, program workshops, reception on **ONE DAY ONLY**.  
*(Please note that we cannot combine partial days into a one day fee. A one day fee entitles you to attend on one day only - without exception)*  
*(Please note that registration rates do not include meals. Meals are part of the hotel packages or can be purchased a la carte at the registration desk)*  
 Please check the day you will be attending:     Monday     Tuesday
- \$50 Dennis A. Pelletier County Government Institute: Orientation for Newly Elected & Appointed County Officials**  
 Participation in Monday's 5-hour orientation for newly elected & appointed county officials **ONLY**. Certificate presented upon completion of training. Monday lunch included in this registration type only. *(If you plan on attending the full NYSAC Legislative Conf. you must **ALSO** register as a Full Conference Registration or One Day Registration with the fees listed above. The \$50 Pelletier fee only registers you for the 7-hour Newly Electeds Program on Monday and is a separate program **IN ADDITION** to the Legislative Conference)*

PRIVATE SECTOR COMPANIES CAN ONLY REGISTER AS AN EXHIBITOR OR SPONSOR VIA VENDOR FORMS @ WWW.NYSAC.ORG

**REGISTER ONLINE @ <https://www.regonline.com/nysaclegconf2012>**

**Pre-Registration Deadline: January 23, 2012 \***

*(\*You may register for the conference after the deadline date as a walk-in registrant at the Conference registration desk.)*

### **PAYMENT INFORMATION**

All conference registrations **must be paid upon invoice**. If using a voucher or purchase order - please submit upon registration. Vouchers and purchase orders must be filled out completely by the registrant - including the names of which attendee(s) will be covered by that voucher/purchase order to ensure prompt return of the forms to the county for payment in a timely fashion. Vouchers that have not been completely filled out by the registrant will be returned without registration processing.

### **METHOD OF PAYMENT**

- Check    Purchase Order or Voucher    **FOR CREDIT CARD PAYMENTS PLEASE PROCESS YOUR REGISTRATION ONLINE AT THE ADDRESS LISTED ABOVE.**

**Please make checks payable to the NYSAC 2012 Legislative Conference**  
 NYSAC, 540 Broadway, 5th Floor, Albany, NY 12207

**Please note:** Any registrations cancelled prior January 23, 2012 will be subject to a 25% administrative fee. Registrations cancelled after January 23, 2012 cannot be refunded. Cancellations must be made via email to [jmunguia@nysac.org](mailto:jmunguia@nysac.org)



**NYSAC**  
NEW YORK STATE  
ASSOCIATION OF COUNTIES

540 Broadway, 5th Floor  
Albany, New York 12207

# NYSAC Legislative Conference Materials Enclosed!

**Q** The Counties'  
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