2023 Annual Meeting & Leadership Summit Expo

May 18 - 20, 2023
Turning Stone Resort & Casino
5218 Patrick Road, Verona, NY 13478





Special Events



Wednesday, May 17 6:30 pm - 9:30 pm Tin Rooster Restaurant

Advanced Tickets Required: \$50 per person

Introduced in 2022, the Tin Rooster BBQ was a huge success! Join us as we kick things off with a pre conference celebration. Tickets include 2 drink tickets, a mouth-watering, slow-smoked goodness dinner that defines all-American, world-class barbeque, then finish up with their always fun and delicious desserts.



VOICE OF THE MEMBERS Cocktail Reception and Auction Night

Thursday 7:30 pm - 10:30 pm in the Atrium

Thanks for our generous sponsors

This event is Free to paid conference attendees & their guest



Join us again this year for after dinner cocktails, mouth watering desserts and our spirited and lively auction. Items donated by our vendors and county associations will be auctioned off to the highest bidder. We will also have some raffles. The proceeds from the event go into the scholarship fund for deserving high school seniors. They are also used to help offset the cost of the conference for smaller fire districts that might not otherwise be able to fund their attendance at the conference. Come enjoy some great desserts, beverages and get the chance to take home some awesome items and swag while outbidding some of your favorite district officials.

AFDSNY Memorial Service & Annual Meeting

Date & Time: Friday 8:30 am - 10:00 am

You are cordially invited to attend the AFDSNY 2022 Memorial Service to pay tribute to our deceased fire district officials, which will begin promptly at 8:30am. The Annual Meeting of the AFDSNY Membership will begin immediately following the Memorial Service.



Vendor Appreciation Lunch

Time: Friday, 11:45 am - 12:45 pm

Expo Hall & Atrium



Advance ticket required \$20 per person

Introduced in 2022 and wildly successful, we will once again, wrap up the Vendor Expo with a Vendor Appreciation Lunch. Offering our attendees and vendors another opportunity to enjoy some time to connect in a social atmosphere, not confined to an 8'X10' booth.



Vote/Election

Day & Time: Friday 4:00 pm - 5:30 pm



Cocktail Party & Officer Installation

Day & Time: Friday 6:00 pm - 7:00 pm

McNeil & Co Inc will again generously host a cocktail reception where your new AFDSNY Officers will be installed. Come join us for a cocktail and lite finger food as we celebrate the 2023 AFDSNY Officers.

Coffee with Commissioner LIVE! From Turning Stone Resort & Casino

Coffee with Commissioners - A Mock Commissioners Meeting

Day & Time: Saturday, 8:30 am - 10:00 am

Presented by Dave Denniston

During COVID, the AFDSNY began a training opportunity that we called "Coffee With Commissioners". The original intent was to provide a format where commissioners could share information on COVID and provide resources for Fire Districts to navigate the pandemic. This series evolved into a monthly event where the association Directors and Staff share information on a variety of topics important to our membership. Commissioners from across the state have logged thousands of hours participating in this offering. As we enter into year 3 of the series, we will be hosting a live event from the conference. Please join us as we host a **Mock Commissioners Meeting** and have our first "in-person" audience and launch another year of this exciting series. We will even bring the coffee for you!





Coffee with Commissioners continues with - AFDSNY Attorney Panel

Day & Time: Saturday 10:15 am - 12:30 pm

Panel: TBD

A new twist on an old favorite. Immediately following our monthly webcast of Coffee with Commissioners we will move to the always popular Attorneys panel. Join AFDSNY Counsel, Joe Frank, as he leads our panel of legal experts as they share their advice and opinions on current hot topics as well as your questions.

Session Schedule & Descriptions

Wednesday, May 17th

Registration

Time: 1:00 pm - 5:00 pm

Tin Rooster Welcome BBQ Time: 6:30 pm - 9:30 pm

Advanced ticket purchase required

\$50 per person

Thursday, May 18th

Commissioner Training

Day & Time: Thursday, 8:00 am - 3:00 pm

Instructor Joe Frank

Pre-Registration Require

\$125 pp includes lunch

New York State Law requires that all elected, re-elected, appointed and re-appointed Fire Commissioners must take an approved training course within 270 days of taking office. Join AFDSNY Counsel, Joe Frank as he walks you through our NYS OSC approved training.

Fit For Duty; Cannabis

Day & Time: Thursday, 8:30 am - 10:00 am Presented by Dave Denniston and Lee Price

The new cannabis laws in NYS have caused concerns for fire districts. How do we know if our members are using cannabis? At what level of impairment does this create an issue for us? Can I legally test my members for cannabis use? What are reasonable suspicions? Like many laws in NYS, the law was enacted before the logistics or science was in place to ensure safety. Fit For Duty is a concept and tool box that will let you address the concerns, without dealing with all the yet to be decided legal issues. When adopted by your fire district, this policy will also let you deal with firefighters impaired by alcohol, sleep deprivation, physical conditions, mental concerns and lack of training. We will discuss this policy and implementation techniques before you get stuck digging through the "weeds" to tackle the cannabis concerns.

HR: Conflict Resolution

Day & Time: Thursday, 8:30 am - 10:00 am

Presented by Martin Patrick

Secretary 101:

So Much More Than Taking Minutes At A Meeting

Day & Time: Thursday, 8:30 am - 10:00 am

Presented by TBD

While it is true that Fire District Secretaries don't have a vote at a Commissioner's meeting, it is also true that without a doubt NO Fire District would be able to function without a District Secretary. The position of Fire District Secretary carries a great deal of responsibility and a wider variety of duties. So if you're new to the job or looking for a refresher, join our Secretary Training team as they walk through a general overview of the duties of a Fire District Secretary and give you some basic tools to help you navigate along the way.

Treasurer 101:

It's not just writing checks and balancing the checkbook Day & Time: Thursday, 8:30 am - 10:00 am Presented by Wendy Trojak

All too often we hear from new treasurers that feel lost and overwhelmed. As Fire District Officers, Treasurers have a tremendous amount of work and responsibility. In this session, we will cover all the basic duties of a Fire District Treasurer. Including but not limited to; commonly used terms and phrases, basic Fire District accounting, understanding purchasing policies, and much more. So if you're new or need a refresher please join us as we get back to basics.

It Starts at the Top:

Behavioral Health in Emergency Services

Day & Time: Thursday, 10:15 am - 11:45 am

Presented by Jill Holland

Fact: Firefighters and other first responders are more likely to die by suicide each year than in the line of duty. There is often a perceived stigma around mental health problems or concern of being labeled "Unfit for duty". Sadly, many Fire districts are unprepared to recognize the warning signs that may help prevent such a tragedy. Join Region 10 Director, Jill Holland, as she shares her own story and why Behavioral Health must be a priority in every Fire District. Jill is a Commissioner for the Kauneonga Fire District in Sullivan County as well as, a Hudson Valley Critical Incident Stress Management Team member, a QPR Suicide Prevention Instructor, and Mental Health First Aid Instructor.

Risk Control for Mid Level Management

Day & Time: Thursday, 10:15 am - 11:45 am

Presented by Tim Boel

The delivery of emergency services is inherently dangerous and entails a multitude of conditions and requirements to assure the best public service. However, there are times when the risk is so high it outweighs the reward, and/or those you have attempted to help may feel wronged or damaged due to your efforts or due to an absence of effort on your part. Such perceptions of damage or injury may result in <u>you</u> or your organization being named in a suit. The consequences in monetary loss, as well as morale and pride can be devastating The intent of this seminar is to address risk, civil liability exposures and risk control measures. This seminar will suggest areas and methods to be included in your Risk Control Program to better guard against liability occurring as well as to reduce its impact.

Secretaries: Preparing for a Meeting & Proper Meeting

Minutes

Day & Time: Thursday, 10:15 am - 11:45 am

Presented by TBD

What every Secretary needs to know to properly prepare and record a meeting of the Board of Fire Commissioners. We will discuss what should be included on your agenda and the deadlines to have it completed. Then we will consider what proper meeting minutes should include. Very often, Secretaries are left to wonder what is not enough and what is too much. Using examples from both sides we will provide you with some basic tools to help ensure your meeting minutes are accurate and up to the standards of the NYS OSC.



Session Schedule & Descriptions

Hot Topics and the New AFR with the OSC

Day & Time: Thursday, 10:15 am - 11:45 am

Presented by Dan Acquilano

Once again, Dan Acquilano, Manager of the Local Official Training Unit at the NYS Office of the State Comptroller will be joining us to discuss the Hot Topics of the day and answer your questions.

To submit your questions or topic suggestions to Dan please send an email to program.coordinator@afdsny.org. We look forward to seeing you there.

Bond and Lease Financings - What's it Gonna Cost Me?

Day & Time: Thursday, 1:15 pm - 2:45 pm Presented by Noah Nadelson

Welcome to the world of financing options for Fire and Ambulance Districts. The presentation will discuss all of the individuals involved in a financing with an emphasis on the role of the Municipal Advisor. The session will take you from inception to closing, discuss the regulatory responsibilities, structuring the borrowing, the sale process, preparing for a bond rating review, and continuing disclosure obligations. Most importantly, the discussion will start with the pre-referendum process, which includes presenting the cost and tax impact to your community. The presenters firm has advised on many Fire District Bond Votes across the State, and they will be sharing their experiences when it comes to preparing for those frequently asked questions from the public.

Fire District Insurance: How Hard Could It Be?

Day & Time: Thursday, 1:15 pm - 2:45 pm

Presented by Greg Serio

Everyone knows that Fire Districts need Insurance, so when you receive proposals from different companies, how do you know if you're comparing apples to apples? What's necessary, what's optional, what's recommended, and what's necessary or extraneous? Insurance can be very complicated and confusing, but doesn't have to be with a little education, patience and diligence. Join Greg Serio, Attorney, former NYS Superintendent of Insurance in the Pataki administration and AFDSNY commissioner training Instructor as he walks us through some of the most common questions and misconceptions in Fire District Insurance.

Fire District Elections: What Every Secretary Needs To Know

Day & Time: Thursday, 1:15 pm - 2:45 pm

Presented by TBD

Elections are one of the most complicated duties of being Fire District Secretary and it can be very overwhelming if you're not prepared. While annual elections take place in December, the preparation for the elections begins as early as October! And what about a *Special Election*? This session will be an in-depth look at your role in any Fire District election.

Auditing Claims & Preparing for Meetings

Day & Time: Thursday, 1:15 pm - 2:45 pm

Presented by Kerri Santina

In this session, we will do a deep dive into two primary responsibilities of a Fire District Treasurer. First, we will review the proper procedures to review claims against the District prior to presenting them to the Commissioners for payment. What are your current policies and procedures, do they comply with OSC requirements, and are you and your board following them? Next, we will examine what reports the Treasurer should provide to the Board of Fire Commissioners and why.

2023 Vendor Expo Open!

Day & Time: Thursday 2:00 pm - 5:30 pm

Electric Fire Trucks: The Future is Now

Day & Time: Thursday, 3:00pm - 4:30pm

Presented by Roger Lackore

The automotive industry is rapidly adopting electric vehicles. In fact, some states are requiring that all vehicles sold by 2035 must be electric. But how is the fire apparatus industry responding? Hear from fire apparatus industry expert, Roger Lackore, as he shares insights into electric fire apparatus and what may be in store for the future.

Protecting Fire Service Most Important Asset

Day & Time: Thursday, 3:00 pm - 4:30 pm

Presented by Timothy Graves, Fire Protection Specialist

Firefighters are becoming aware of the health risks we face every day. Many times, firefighters aren't even aware of the risks or of the simple actions we can take to reduce these risks. In this session we will discuss simple life changes to help lower our risk for cancer, heart disease, hypertension, depression, diabetes, and many other medical conditions.

In this interactive session we will discuss some of the proactive steps that each firefighter, fire department, and fire district can take to increase our most important assets, our firefighters.

We will also discuss the law and reporting requirements for the Volunteer Firefighter Enhanced Cancer Disability Benefit.

VOICE OF THE MEMBERS

Cocktail Reception and Auction Night

Day & Time: Thursday 7:30 pm - 10:30 pm

Join us again this year for after dinner cocktails, mouth watering desserts and our spirited and lively auction. Items donated by our vendors and county associations will be auctioned off to the highest bidder. We will also have some raffles. The proceeds from the event go into the scholarship fund for deserving high school seniors. They are also used to help offset the cost of the conference for smaller fire districts that might not otherwise be able to fund their attendance at the conference. Come enjoy some great desserts, beverages and get the chance to take home some awesome items and swag while outbidding some of your favorite district officials.

Friday, May 19th

2023 Memorial Service & Annual Members Meeting

Day & Time: 8:30 am - 10:00 am

2023 Vendor Expo Open!

Day & Time: Friday 10:00 am - 1:00 pm

How to Administer LOSAP (Length of Service Awards Program) Day & Time: Friday, 10:15 am - 11:45 am Presented by Jessica Harris

While not everyone has a LOSAP program, those that do know that it can sometimes be a bit confusing. In this session, our instructor will cover some of the most common questions about LOSAP and how to properly administer the program. The program will include how to calculate the correct number of points for different activities, how to keep your sign-in sheets in compliance, the difference between drill and training, Military Leave of Absence calculations, Line of Duty injury calculations, and much more.



Session Schedule & Descriptions

Records Retention Best Pracitces

Day & Time: Friday 10:15 am - 11:45 am

Presented by Gina Marrone

Maintenance of local government records is not just good practice, but it's the law. Learn how and why Fire Districts perform regular purging of records. Learn how to build an organized system making your job as Records Management Officer easier, including grant opportunities.

Vendor Appreciation Lunch

Time & Date: Friday, 11:45 am - 12:45 pm

Advanced ticket purchase required

\$20 per person

Powers & Pitfalls of Leadership

Day & Time: Friday, 1:00pm - 2:30pm Presented by Stephen Marsar MA, EFO, CIC

This program is for all Fire and EMS service Commissioners and Chief leaders interested in improving their communication skills to connect with their membership and fellow Firefighters and EMS providers. This dynamic presentation will offer the Powers and Pitfalls of effective Fire and EMS Officer Leadership skills and will provide real-world scenario discussions to enhance the subject matter. Utilizing an interactive exploration of the commonalities and differences between Management and Leadership ideals, the participants will be able to apply what they've learned. This is a must for anyone interested in moving up in the officer, chief or commissioner ranks. Additionally, it will provide those already in leadership positions the opportunity to hone their skills and improve their effectiveness both on and off the emergency scene.

Working Together for a Successful Budget Season:

Who is Responsible for What?

Day & Time: Friday, 1:00 pm - 2:30 pm

Presented by Secretary & Treasurer Training Team Members

The budget season can be one of the most challenging times of the year for both Secretaries and Treasurers. Knowing who has what duties and responsibilities is essential to a successful budget season. We will be bringing our secretary and treasurer trainers together to help you ascertain a better understanding of how these two key positions **must** work in concert with the Fire Commissioners for a successful budget process.

EMS Billing:

A Roadmap to Successful Revenue Recovery Day & Time: Friday, 2:45pm - 4:15pm Presented by Mike McEvoy, Jason Haag, Tim Hannigan, and George June

Our panel of EMS leaders and industry experts will discuss the opportunities and potential obstacles of Fire Department EMS billing. The session will include a review of strategies for successful implementation and best practices for ensuring maximum revenue recovery.

Consolidating Fire Districts

Day & Time: Friday, 2:45 pm - 4:15 pm

Presented by Tim Warth - AFDSNY Region 5 Director

Steve Sessler - Chief, Irondequoit Fire District

Pete Weishaar - Attorney,

McConville Considine Cooman & Morin, P.C.

Considering merging or consolidating? This session will review the consolidation between two combination fire districts, creating a newly formed fire district. Hear directly from the different roles, including commission, operations, and legal, on what it took to make it happen. Learn about the successes and challenges that occurred throughout the process.

Secretary's Let's Talk: A Roundtable Discussion

Day & Time: Friday, 2:45 pm - 4:15 pm

Presented by TBD

Tell us what's on your mind. Sit in on an informal discussion with other Fire District Secretaries from around the State. We will also be joined by our Secretary Instructor Team, and one of our Attorneys who assist us with Commissioner Training. This is an aways popular session so don't miss it.

Treasurer's Let's Talk: A Roundtable Discussion

Day& Time: Friday, 2:45 pm - 4:15 pm

Presented by TBD

Tell us what's on your mind. Sit in on an informal discussion with other Fire District Treasurers from around the State. We will also be joined by members of our Treasurer Instructor Team, an accountant and one of our Attorneys who assist us with Commissioner Training. This is an aways popular session so don't miss it.

Vote/Election

Date & Time: Friday, 4:00 pm - 5:30 pm

ESIP Cocktail Reception & AFDSNY Officer Installation

Day & Time: Friday, 6:00 pm - 7:00 pm

Saturday, May 20th

LIVE! Coffee with Commissioners

A Mock Commissioners Meeting

Day & Time: Saturday, 8:30 am - 10:00 am

Presented by Jack Blaum, Joel Bearman, Jill Holland, Don Greene,

Gail Wind, Rudy Sunderman, and Donna Marano

During COVID, the AFDSNY began a training opportunity that we called "Coffee With Commissioners". The original intent was to provide a format where commissioners could share information on COVID and provide resources for Fire Districts to navigate the pandemic. This series evolved into a monthly event where the association Directors and Staff share information on a variety of topics important to our membership. Commissioners from across the state have logged thousands of hours participating in this offering. As we enter into year 3 of the series, we will be hosting a live event from the conference. Please join us as we host a Mock Commissioners Meeting and have our first "in-person" audience and launch another year of this exciting series. We will even bring the coffee for you!

AFDSNY Attorney Panel - LIVE from Turning Stone Resort

Day & Time: Saturday 10:15 am - 12:30 pm Panel:

A new twist on an old favorite. Immediately following our monthly webcast of Coffee with Commissioners we will move to the always popular Attorneys panel. Join AFDSNY Counsel, Joe Frank, as he leads our panel of legal experts as they share their advice and opinions on current hot topics as well as your questions.

For assistance or questions

Call: 800-520-9594

or

Email: program.coordinator@afdsny.org

Online Registration
Quick - Easy - Secure
Register Online at www.AFDSNY.org

General Information

Attendee Registration Packages All Lectures & Educational Sessions (Thurs. - Sat.) Full Includes Secretary & Treasurer Training Registration Entrance to the Vendor Expo (Thurs. & Fri.) \$250 Thursday, Thursday Evening Hospitality in the Atrium Friday & ESIP Cocktail Reception & Officer Installation Saturday Commissioner training can not be added - See below Lectures & Educational Session for the days selected Thurs/Fri **Includes Secretary & Treasurer Training** Fri/Sat \$200 Entrance to the Vendor Expo for the days selected Two Day Thursday Evening Hospitality in the Atrium Registration Commissioner training may be added to Fri/Sat Lectures & Educational Session for the days selected One Day **Includes Secretary & Treasurer Training** Thursday or \$150 Entrance to the Vendor Expo for the days selected Friday Thursday Evening Hospitality in the Atrium **ONLY** Commissioner training may be added to Friday Saturday \$75 All Lectures & Educational Session on that day ONLY Commissioner \$125 Thursday May, 18 - In classroom Commissioner Tr. **Training** Must be accompanied by a PAID registration Attendee Guest Trade Show & Thursday Evening Reception \$0 Registration Welcome \$50 Tin Rooster Welcome BBQ - Wednesday 5/17 **BBQ** Vendor \$20 Vendor Appreciation Lunch - Friday 5/19 Lunch

Social Event Opportunities

Tin Rooster Welcome BBQ Wednesday

6:30 pm - 9:30 pm

Introduced in 2022, the Tin Rooster BBQ was a huge success! Join us as we kick things off with a pre conference celebration. Ticket includes 2 drink tickets, a mouth-watering, slow-smoked goodness dinner that defines all-American, world-class barbeque, and finish up with their always fun and delicious desserts.

Tin Rooster Welcome BBQ are \$50 per person

Voice of the Members Cocktail Reception & Auction Thursday 7:30 pm - 10:30 pm

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Vendor Appreciation Lunch Friday

11:45 am - 12:45 pm

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Hotel Accommodations

Anyone wishing to make reservations within the AFDSNY block <u>MUST FIRST</u> register for the Annual Meeting & Leadership summit Expo.

Instructions for Hotel Reservations

- Register for AFDSNY Annual Meeting & Leadership Summit Expo
- Receive your Turning Stone reservation link and code in your confirmation email
- Make your reservations online (limit 1 room per person)

Anyone with hotel reservations in the AFDSNY block that is NOT registered for this event will be subject to reservation cancellation by the host. Prior notice will be given when possible but is not guaranteed.

Turning Stone Resort & Casino (TSRC)

5218 Patrick Road, Verona NY

2 night minimum

\$209 per night (room only, no meals) Reservation deadline: April 17, 2023

Check In: 3:00 pm Check Out: 11:00 am

All attendees are responsible for making their own reservations and paying for their own room, room taxes, and incidental charges. All individual reservations will require one (1) night's deposit (including applicable taxes and surcharges) or valid credit card to guarantee the reservation. Individuals may cancel their room reservations up to 48 hours prior to arrival. Cancellations made after that time will result in a forfeiture of the deposit (including applicable taxes and surcharges). There is an additional fee of \$10 per person for more than 2 occupants per room, with a maximum capacity of 4 per room unless otherwise specified by TSRC.

TSRC is accessible by people with disabilities; however if guests anticipate that it will need auxiliary aids or services for this event, guest agrees to inform TSRC no later than Monday, April 17, 2023. If TSRC is unable to supply the auxiliary aid, TSRC will inform guest in advance of the event so the guest can make other arrangements. Any costs with suppling auxiliary aids and services shall be the responsibility of the individual.

Attendee Registration Form

ONLINE Registration is FAST, EASY & SECURE!

Register online today and receive your Turning Stone reservation link in your confirmation Email!

Cancellation Policy:

Transfer of registration is the preferred option however, in the event that is not possible the following policy applies. If the registration cancellation is received <u>IN WRITING vis USPS or via EMAIL 14 days</u> or more prior to the event, the Association will issue the Fire District a refund, less a \$75 registrant cancellation fee. If the registration cancellation occurs less than 14 days prior to the event, no refund will be issued.

Registration Packages										
Print Name as you wish it to appear on the name badge		Commissioner Training \$125 Do Not Use with FULL Package	Full Package \$250	Two Day Only \$200	Thurs or Friday Only \$150 Circle ONE	Saturday Only \$75	Guest Registration \$0	Welcome BBQ \$50	Vendor Lunch \$20	Total
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Checks I	Payable to: AFDSNY	O Box 4	30x 496 Selkirk NY 12158					TOTAL DUE: \$		
AFDSNY 2023 ANNUAL MEMORIAL SERVICE The Association of Fire Districts of the State of New York will be holding the Annual Memorial service to pay tribute to our deceased fire district officials. You are cordially invited to participate in the 2023 memorial service to be held on Friday, May 19th, at 8:30 am. If your Fire District has experienced the loss of a member, we would like to include them in this year's tribute. Memorial Honoree Submission Form PLEASE PRINT CLEARLY Submissions MUST be received no later than April 21, 2023										
Mail to: AFDSNY PO Box 496, Selkirk NY 12158 OR Submit online at www.AFDSNY.org										
Name of Honoree:				District				County		
	Commissioner		Stat	State Officer - Title						
	Treasurer		Stat	State Director - Region						
	Secretary		Regi	Regional officer Title						
	Deputy Treasurer		Orga	anization				_		
Contact Person			Cont	act Email				Phone		



& Leadership Summit Expo May 18 - 20, 2023 Turning Stone Resort & Casino





We've listened to Your feedback

What's New for 2022!

More Educational Sessions

Coffee with Commissioners
LIVE Broadcast from Turning Stone Resort & Casino
Featuring
A Mock Commissioners Meeting
&
The AFDSNY Attorneys Panel

New Secretary & Treasurer Training Programs