MACo Winter Conference
THE POWER OF PARTNERSHIP
December 6-8, 2017

28 Informative Educational Sessions
40 Innovative Exhibitors
70 Inspirational Featured Speakers
500+ Influential Attendees

Hyatt Regency Chesapeake Bay Hotel | Cambridge, Maryland

www.mdcounties.org/MACoCON

REGISTRATION BROCHURE
ABOUT MACo

The Maryland Association of Counties (MACo) is a non-profit and non-partisan organization that serves Maryland’s counties by articulating the needs of local government to the Maryland General Assembly. The Association’s membership consists of county elected officials and representatives from Maryland’s 23 counties and Baltimore City.

MACo is the only organization serving the needs of county elected officials and governments across the state of Maryland.

Who Should Attend?
- County Elected Officials
- County Staff
- Legislators
- Legislative Staff
- Cabinet Secretaries
- State Officials
- State Staff
- Congressmen
- Commercial Representatives
- Non-profit Representatives

MACo’s Winter Conference leads into Maryland’s General Assembly Session—the intensive 90 days of law-making that affect all residents of our state. More than 500 of Maryland’s government leaders and legislators will gather at MACo’s Winter Conference to discuss the preeminent policy issues of the day.

In addition to 28 educational sessions, attendees will participate in workgroups, meetings, and briefings that will help shape the policy landscape in the upcoming General Assembly Session.

The 2017 conference will focus on intergovernmental cooperation and ways that counties can partner with entities in the public and private sector to achieve the best results for Maryland’s residents. Sessions will highlight collaboration across county lines and service areas to address priorities like the opioid epidemic, Next Gen 9-1-1, and the environment, along with other important topics like mutual aid agreements and cooperative purchasing.

LEARN
Gain knowledge and understanding of the issues facing local governments today.

BRAINSTORM
Find solutions to these important challenges by engaging with county officials, county professionals, and legislators

COLLABORATE
Save money and increase efficiency through partnerships with stakeholders and vendors

Register today! www.mdcounties.org/MACoCon
SCHEDULE OVERVIEW

Please note that the schedule is tentative and subject to change. Additional events and details are listed on the following pages. Check www.mdcounties.org for updates.

**Wednesday, December 6, 2017**

- 9:00 am - 4:30 pm: Registration
- 9:00 am - Noon: Coffee Station
- 9:00 am - 11:00 am: Exhibits Set Up
- 10:00 am - 11:30 am: Pre-Conference Deep Dive Course
- 11:00 am - 6:30 pm: Exhibits Open/Cyber Café Open
- Noon - 1:00 pm: Lunch Roundtables (ticket required)
- 1:00 pm - 2:30 pm: Academy Core Session
- 1:30 pm - 2:30 pm: EDUCATION SESSIONS
- 2:30 pm - 3:00 pm: Popcorn Break with the Exhibitors
- 2:30 pm - 3:00 pm: Coffee Break
- 3:00 pm - 5:00 pm: Academy Core Session
- 3:00 pm - 4:00 pm: EDUCATION SESSIONS
- 5:30 pm - 6:30 pm: Welcoming Reception
- 6:30 pm - 8:30 pm: Inaugural Banquet (ticket required)
- 8:30 pm - 9:30 pm: President’s Reception
- 9:30 pm - 11:30 pm: WGL Energy Dueling Pianos Reception!

**Thursday, December 7, 2017**

- 7:30 am - 3:30 pm: Exhibits Open/Cyber Café Open
- 7:30 am - 3:30 pm: Registration
- 7:30 am - Noon: Coffee Station
- 7:30 am - 9:00 am: Continental Breakfast
- 7:30 am - 8:45 am: County Elected Officials Breakfast & Business Meeting (ticket required)
- 9:00 am - 10:15 am: General Session
- 10:15 am - 10:30 am: Coffee Break
- 10:30 am - 11:45 am: General Session
- 11:45 am - 12:45 pm: Buffet Lunch (ticket required)
- 11:45 am - 12:45 pm: Women of MACo Lunch (ticket required)
- Noon - 4:00 pm: Guest Tour & Lunch (registration required)
- 12:30 pm - 1:00 pm: PREMIER SPONSOR SHOWCASE
- 12:45 pm - 2:00 pm: Open Time to Browse Exhibits
- 1:15 pm - 1:45 pm: PREMIER SPONSOR SHOWCASE
- 1:45 pm - 2:00 pm: Coffee Break
- 2:00 pm - 3:00 pm: EDUCATION SESSIONS
- 3:00 pm - 3:30 pm: Chocolate Break with the Exhibitors
- 3:30 pm - 4:30 pm: EDUCATION SESSIONS
- 5:30 pm - 6:30 pm: Awards Banquet Reception
- 6:30 pm - 8:30 pm: Awards Banquet (ticket required)
- 8:30 pm - 9:30 pm: Dessert Reception Sponsored by MACo’s Corporate Partners

**Friday, December 8, 2017**

- 7:30 am - 10:30 am: Registration
- 7:30 am - 9:30 am: Continental Breakfast
- 7:30 am - 10:30 am: Coffee Station
- 8:00 am - 9:30 am: Academy Core Session
- 9:30 am - 10:45 am: 2018 General Assembly Forecast
- 10:45 am - 11:00 am: Coffee Break & Hotel Check-out
- 11:00 am - 12:30 pm: Closing General Session
- 12:30 pm - 1:00 pm: Closing Session Boxed Lunches

NEW WEDNESDAY CONTENT!

Plan to arrive at 10 am on Wednesday... You don’t want to miss this!

- **Roundtable**—Work toward solutions by discussing school funding and updates on the Kirwan Commission
- **Active Shooter Defense Training**—Learn from an expert how public officials can survive an active shooter event (BACK BY POPULAR DEMAND!)
- **Affiliate Sessions**—How can counties work together to prepare for natural disasters? What really IS emergency management? Is your county prepared for a cyber attack? What can your county do to keep your procurement officer happy AND get the deals you want? Find out!
- **Expanded Exhibit Hall**—Save money and increase services and efficiency by partnering with any of our 40+ exhibitors
Basics of Risk Management

One of the main responsibilities of local governments is to protect its residents from risk to themselves and their property. Risk may result from a number of sources, including fire, crime, automobile accidents, harm to the infrastructure, or as a result of waste disposal. This class is designed to sharpen the awareness of officials that local government activities are subject to risks that may result in significant loss. Through learning about steps to reduce and control loss exposure and tools for identifying hazards, government officials can learn how to avoid the consequences of taking unnecessary risk.

Basics of Risk Management (cont’d)

1:00 pm - 2:30 pm | COFFEE BREAK

Register today! www.mdcounties.org/MACoCon
Password Protected: Cybersecurity and Your County

This class introduces local government leaders to the basic skills needed to successfully resolve conflict and build consensus within a local government setting. Particular emphasis is placed on developing ways to successfully resolve conflict and build consensus within a local government setting. Particular emphasis is placed on developing ways to

H2H: Building the Bridge from Hospitals to Homes
Hosted by MACo’s Aging Affiliate
The MAP Hospital to Home Partnership Grant (H2H) is an innovative initiative which supports the goal of diverting hospital-based readmissions by providing access to home and community-based services for older adults. H2H helps counties efficiently and effectively administer valuable but limited resources, and empowers patients to have more control over their care. In this session, learn how counties are leveraging public-private partnerships through the H2H initiative to improve care coordination, provide holistic support services, and achieve better health outcomes for their Medicare and Medicaid populations.

“What Is Emergency Management?” …and Other Mysteries Revealed
Hosted by MACo’s Emergency Management Directors Affiliate
All disasters are local. When disaster strikes, county officials must provide leadership to save lives, mobilize a response, and ensure a quick recovery for their community. Emergency management is a year-round process, a constant loop of preparation, training, testing, and revision that strengthens the resiliency of all county government functions. It ensures the continuity of government in the face of an innumerable number of disasters. In this session, get insight into creating partnerships and programs that will stand up when your county is ‘under water’ – and gain an understanding of the policy, fiscal, and tactical underpinnings of professional emergency management and disaster recovery.

Rising Tides: Charting Maryland’s New Climate Change Path
Hosted by MACo’s Planners Affiliate
While Maryland is on track to reach its previous greenhouse gas reduction goals of 25% by 2025, the State recently set a new goal of 40% by 2030. The Maryland Commission on Climate Change is now considering what policies will have direct consequences for counties. Many of these policies will have direct consequences for counties. Panelists will discuss pending mitigation and adaptation strategies for climate change and offer their views on how Maryland and the counties should be confronting this issue.

Public pensions can provide a reliable and robust benefit for government employees. At the same time, some public pension systems are facing funding difficulties. To address these difficulties, organizations look to reduced payment packages for new hires, delays to employee eligibility, and improving investment income. For county governments who are members of the Maryland Pension System and those who offer their own pension plan, there are also challenges in marketing the merits of this traditional form of benefit to a millennial and generation Z workforce who are looking for portable investments such as 401(k)s. Join this session to discuss the challenges ahead.

Please note that the schedule is tentative and subject to change. Check www.mdcounties.org for updates.

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Approaches to face daunting capacity needs. Exploring financing and structural challenges, and partnership. This session focuses on county school construction programs, how they are furnished, and how they are built are all hot topics. How will these promises to bring change. The size of schools, the way they are coordinating regional planning or transportation needs are just a few of the situations where counties need to look to each other and other government and private entities to find solutions to shared challenges. In this session, panelists will discuss a variety of programs in which silos are broken and bridges are built to help county governments form partnerships to successfully deliver services to meet community needs.

Every day, county officials grapple with challenges that exceed the scope of their individual county borders and require collective action. Tackling public safety crises, addressing public health epidemics, and coordinating regional planning or transportation needs are just a few of the situations where counties need to look to each other and other government and private entities to find solutions to shared challenges. In this session, panelists will discuss a variety of programs in which silos are broken and bridges are built to help county governments form partnerships to successfully deliver services to meet community needs.

Don’t miss it!

**WGL Energy Dueling Pianos Reception**

WEDNESDAY, December 6, 2017 | 9:30 pm—11:30 pm

New this year, this fun networking event features dueling pianos to help you get your creative juices flowing—so you can apply them to partnership solutions during the next day’s sessions!

**THURSDAY, DECEMBER 7, 2017**

11:45 am - 12:45 pm | AFFILIATE & INTEREST GROUP LUNCHES

(Thursday lunch ticket required)

- Attorneys Affiliate Meeting (Affiliate Members Only)
- Human Resources Affiliate Meeting (Affiliate Members Only)
- Human Services Affiliate Meeting (Affiliate Members Only)
- Large County Coalition
- Public Information Officers (private)
- Regional Councils
- Rural County Coalition

11:45 am - 12:45 pm | WOMEN OF MACo LUNCHEON

(Thursday lunch ticket required)

**CONTINENTAL BREAKFAST**

7:30 am - 8:45 am | COUNTY ELECTED OFFICIALS FORUM, BREAKFAST, & BUSINESS MEETING

(ticket required)

County Elected Officials (County Executives, County Council Members, and County Commissioners) are invited to attend this meeting to discuss policy and governance issues and conduct the Association’s formal business meeting.

7:30 am - 9:00 am | CONTINENTAL BREAKFAST

7:30 am - 3:30 pm | REGISTRATION

*Sponsored by Davenport & Company, LLC*

7:30 am - 3:30 pm | EXHIBITS & CYBER CAFÉ

*Cyber Café Sponsored by KCI Technologies, Inc.*

7:30 am - 3:30 pm | POWER ZONE LOUNGE

Visit this space to hold a meeting, charge your mobile device, or take a phone call—it’s your space!

**9:00 am - 10:15 am | GENERAL SESSION**

*We’ve Got Your Back: Counties Collaborate*

Every day, county officials grapple with challenges that exceed the scope of their individual county borders and require collective action. Tackling public safety crises, addressing public health epidemics, and coordinating regional planning or transportation needs are just a few of the situations where counties need to look to each other and other government and private entities to find solutions to shared challenges. In this session, panelists will discuss a variety of programs in which silos are broken and bridges are built to help county governments form partnerships to successfully deliver services to meet community needs.

**10:00 am - 11:00 am | COFFEE BREAK**

**10:30 am - 11:45 am | GENERAL SESSION**

*Set Your Sites: Strategies for Building Better Schools*

School construction costs have doubled in fifteen years, and demands to modernize education infrastructure continue to mount. With a new state lead on public school construction and a statewide commission on school construction wrapping up its work, 2018 promises to bring change. The size of schools, the way they are furnished, and how they are built are all hot topics. How will these changes affect counties that provide school construction funding? This session focuses on county school construction programs, exploring financing and structural challenges, and partnership approaches to face daunting capacity needs.

**11:45 am - 12:45 pm | BUFFET LUNCH**

(Thursday lunch ticket required)

**NEW**

1:15 pm - 1:45 pm | SPECIAL SESSION—MACo BOOK CLUB

*If We Can Put A Man On The Moon... Getting Big Things Done in Government*

MACo is excited to launch a “book club” setting with a title that speaks to our ability to work together to accomplish big goals. Contact nguerry@mdcounties.org to receive your FREE copy of the book in advance, and come ready to discuss with a cohort of county colleagues in a facilitated conversation.

From the book description: *The American people are frustrated with their government—dismayed by a series of high-profile failures (Iraq, Katrina, the financial meltdown) that seems to just keep getting longer. Yet our nation has a proud history of great achievements: victory in World War II, our national highway system, welfare reform, the moon landing. We need more successes like these to reclaim government’s legacy of competence. In “If We Can Put A Man on the Moon,” William Eggers and John O’Leary explain how to do it. At a time of unprecedented challenges, this book, with its abundant examples and hands-on advice, is the essential guide to making our government work better. A must-read for every public official, this book will be of interest to anyone who cares about the future of democracy.*
1:45 pm - 2:00 pm | COFFEE BREAK

2:00 pm - 3:00 pm | AFFILIATE SESSIONS

Programming Power: Technological Tools to Tighten the Budget Hosted by MACo's Budget & Finance Officers Affiliate
In many areas of service, the right software package can prove to be one of a county’s most reliable and beneficial partners. This holds especially true for budget officers, who have identified exceptional technological tools to replace cumbersome legacy systems and business processes. These nimble, powerful, and user-friendly programs can simplify complex webs of databases and systems, saving finance offices hundreds of hours of staff time - and, of course, money. Find out how the right technological tools can streamline your operating and capital budgeting processes, from fellow government officials solely seeking to share the goldmines they’ve found.

Breaking the Mold: Foster Care Collaborations That Work! Hosted by MACo’s Human Services Affiliate
Foster care programs in all Maryland counties help to provide short- and long-term care and support services to children who are unable to live at home, or who are without a home altogether. There are a range of reasons children end up in foster care and each child presents a unique set of challenges, considerations, and capabilities. Counties work diligently to provide a safe and nurturing environment in the community for these children to help them transcend their circumstances and reach their full potential. In this session, learn how counties are launching innovative partnerships with public and private entities to ensure the best possible outcomes for children entering, living in, or aging out of the foster care system.

Planning Ahead: Preparing for the New State Development Plan Hosted by MACo’s Planners Affiliate
The Hogan Administration has announced the creation of a new State Development Plan that will help manage growth and development throughout Maryland. As counties are key land use decision-makers, the Plan could have a significant effect on local planning and zoning policies. Consequently, counties need to be part of the Plan’s development process. Panelists will discuss the requirements and elements of the State Development Plan, the Plan’s development process and implementation timeline, and county recommendations regarding the Plan.

Let’s Get This Party Started...Wait. I Need a Permit For What?! Hosted by MACo’s Environmental Health and Parks & Recreation Affiliates
Special events - whether cultural festivals, sports competitions, or celebratory gatherings - can bring economic and quality of life benefits to counties and their residents. However, behind every event there is a host of safety, health, and environmental concerns that must be addressed before an event can be successfully held. While some safety requirements are strictly dictated by law or regulation, other requirements allow regulators some flexibility in working with event holders. Panelists will discuss the basic requirements for holding special events and provide examples of the “give and take” process that sometimes occurs between regulators and event holders to allow an event to occur while still ensuring proper protections are in place.

3:00 pm - 3:30 pm | CHOCOLATE BREAK WITH THE EXHIBITORS
Chocolate lovers - you don't want to miss this! Sample different chocolate treats while you discover the sweet deals our vendors have in store for you.

3:00 pm - 3:30 pm | COFFEE BREAK

3:30 pm - 4:30 pm | AFFILIATE SESSIONS

No Jail is an Island Hosted by MACo’s Corrections Affiliate
At any given point in time county jails collectively house nearly 10,000 inmates in addition to overseeing hundreds of support staff – some manage more people than a small municipality! These jails are charged with helping to protect the safety of the community and rehabilitating those behind the walls who will eventually be returned to the community. They provide an extensive list of services, everything from housing, meals, and health care services, to workforce development services, education, and life skills programs. Smooth operation is key and services need to be cohesive and connected. For the best results, jails partner with a range of public and private entities as well as each other. In this session, learn more about the importance of key partnerships that help keep your jails running safely, efficiently, and effectively.

Health in All Policies Hosted by MACo’s Health Officers Affiliate
Communities across the country are adopting the use of a Health in All Policies (HiAP) approach to improving the health of individuals and populations. HiAP is a collaborative approach, usually led by local public health departments, that integrates health considerations into policy discussions and policy decisions across all sectors of a community to improve population health. Panelists will provide an overview of the tenets and principles of HiAP, describe how this approach is being used to improve educational attainment, housing, transportation, and neighborhood safety, while also improving health outcomes, and discuss how the approach can be used in local jurisdictions. In this session, learn how counties are building community-based partnerships and strengthening strategies to incorporate public health practices in all policies.

Workshop: An Overview of the New Transportation Scoring Law Hosted by MACo’s Engineers Affiliate
This past Session, the General Assembly passed significant changes to the Maryland Open Transportation Investment Decision Act of 2016, aka the “Scorecard Bill,” “Chapter 36,” “Transportation Transparency Bill,” or the “Roadkill Bill.” This law of many names was significantly changed to be non-binding and to give the Maryland Department of Transportation (MDOT) more flexibility in how it scores major highway and transit projects in its capital program. Since then, MDOT has been working hard to develop a new scoring model and invites conference attendees to actively participate in the process.

Together We Respond: A Collaborative Approach to Volunteer Fire & Rescue Services Hosted by MACo’s Administrators and Budget & Finance Affiliates
All of Maryland’s twenty-four jurisdictions depend on some level of volunteers for the delivery of fire and rescue service. As volunteer fire companies continue to evolve, it is critical for local governments to strengthen their relationships with local volunteer firefighters. This session will provide an overview of the challenges and best practices related to the volunteer fire service in Maryland. Speakers will discuss challenges in oversight and authority, recruiting and retaining volunteers, and funding for both volunteer companies and county governments.

Please note that the schedule is tentative and subject to change. Check www.mdcounfies.org for updates.
### THURSDAY, DECEMBER 7, 2017

<table>
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<tr>
<th>Time</th>
<th>Event</th>
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<tr>
<td>4:30 pm - 5:30 pm</td>
<td><strong>AFFILIATE MEETING</strong> (private)</td>
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<tr>
<td>4:30 pm - 5:30 pm</td>
<td><strong>MARYLAND COUNTY OFFICIALS</strong> DIVERSITY CAUCUS RECEPTION</td>
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<tr>
<td>5:30 pm - 6:30 pm</td>
<td><strong>AWARDS BANQUET RECEPTION</strong> <em>Sponsored by MACo’s Bronze Corporate Partners</em></td>
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<td>6:30 pm - 8:30 pm</td>
<td><strong>AWARDS BANQUET</strong> (ticket required) <em>Sponsored by MACo’s Silver Corporate Partners</em></td>
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<tr>
<td>8:30 pm - 9:30 pm</td>
<td><strong>DESSERT RECEPTION</strong> <em>Sponsored by MACo’s Corporate Partners</em></td>
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**Public Information Act**
What kind of information should be released to the public upon request? Many difficulties can be avoided by knowing the answer. This class helps officials and staff at all levels understand the requirements of state law governing requests for public records and suggests best practices for handling those requests. The class includes small roundtable discussions using real-life scenarios to further illustrate appropriate responses to requests from the public or the press.

**9:30 am - 10:45 am | 2018 GENERAL ASSEMBLY FORECAST**
The 2018 legislative session will bring a wide array of practical – and political – challenges. The State’s budget picture tightens, just as advocates are seeking ambitious budget commitments. High profile debates over labor laws, medical cannabis, school construction, and infrastructure loom large for the last session of this political term...just in time for a robust round of statewide elections! The General Assembly’s leadership and a policy advocate from the Administration will share their views on the issues confronting Annapolis for 2018 and beyond.

### FRIDAY, DECEMBER 8, 2017

<table>
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<th>Time</th>
<th>Event</th>
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<tr>
<td>7:30 am - 10:30 am</td>
<td><strong>REGISTRATION</strong> <em>Sponsored by Davenport &amp; Company</em></td>
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<tr>
<td>7:30 am - 10:30 am</td>
<td><strong>POWER ZONE LOUNGE</strong></td>
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<td>7:30 am - 9:30 am</td>
<td><strong>CONTINENTAL BREAKFAST</strong></td>
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<td>8:00 am - 9:30 am</td>
<td><strong>ACADEMY FOR EXCELLENCE IN LOCAL GOVERNANCE CORE COURSE</strong></td>
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### Save the Dates!

- **Summer Conference:** August 15-18, 2018
  Roland Powell Convention Center
  Ocean City, MD

- **Winter Conference:** January 2-4, 2019
  Hyatt Regency Chesapeake Bay Hotel
  Cambridge, MD

**Please note that the schedule is tentative and subject to change. Check [www.mdcounties.org](http://www.mdcounties.org) for updates.**

There’s still time to exhibit or sponsor!

**SPONSOR**
Sponsored items are also going quickly, but have several high-visibility options left—claim yours today: [nquerry@mdcounties.org](mailto:nquerry@mdcounties.org)

**PARTNER**
Interested in an even bigger opportunity to partner with MACo around our conferences and events? Consider the Corporate Partner Program. Corporate Partners enjoy free or discounted exhibit booths, sponsorships, and registrations in exchange for their support of Maryland’s counties. Learn more: [www.mdcounties.org/CorporatePartners](http://www.mdcounties.org/CorporatePartners)

10:45 am - 11:00 am | **COFFEE BREAK & HOTEL CHECK-OUT**

11:00 am - 12:30 pm | **CLOSING GENERAL SESSION**
**Session 2018: Path to Success**
MACo’s success in Annapolis depends on contact at every level. Roll up your sleeves at this strategic session, as MACo’s policy leadership and staff guide a practical conversation on the road ahead for each of MACo’s top issues. Who are the key players, how do individual elected officials get involved, and what messages are essential? At stake are the heart-and-soul issues facing each county’s priorities, autonomy, and bottom line. Join this session to arm yourself and your county peers for the battles ahead.

12:30 pm - 1:00 pm | **CLOSING SESSION BOXED LUNCHES**
Round out your conference experience by discussing the conference over lunch with your fellow attendees. Share lessons learned and ideas to take home to your colleagues.

### Register today!
[www.mdcounties.org/MACoCon](http://www.mdcounties.org/MACoCon)
Discounted Group Rates
(per room, per night, plus applicable taxes)

Single or Double Occupancy: $137.00
Triple/Quadruple Occupancy: $162.00/$187.00
Water-view: $40.00 additional
(additional fees apply for smoking, pet-friendly, and balcony rooms)

Reservations
By Phone: 888.421.1442
(be sure to request the Maryland Association of Counties Winter Conference discounted rate)

Online:
Rooms may also be reserved online through the Hyatt’s online reservation portal — please visit www.mdc counties.org/WC17Hotel.

Policies
Room Block Deadline: November 13, 2017
Please reserve your room before this date. Reservations made after this date will be subject to availability & prevailing rates.

The MACo Group Rate is valid for 2 days before and 2 days after the Conference. MACo Guests do not pay the $20 Daily Resort Fee.

Hotel Cancelation Policy: Cancellations must be made 72 hours prior to arrival date to receive a full refund. Guests may change date of departure only at check-in to avoid additional fees.
REGISTRATION POLICIES & PROCEDURES

REGISTRATION

General Policies

- Registration DOES NOT include hotel reservations. Registrants must make their own hotel reservations. Discounted rates at the Hyatt have been arranged.
- Registration fees include meal tickets AS LISTED on the registration form. Meal tickets are NOT included for one-day registrations.
- Payment MUST accompany registration. Registrations received prior to payment will not be processed until payment is received. Amount due will be determined by postmark date on payment.

Guest Registration

- Guest registrations are intended for the significant others, family, or friends of registered attendees. Participants must be at least 18 years old—for activities involving alcohol, guests must be at least 21 years old. Business partners, coworkers, associates, clients, etc., do not qualify for this registration and must register separately. MACo reserves the right to refuse the guest registration rate to any registrant if it is clear that this rate is being used inappropriately.

Cancellations/Changes and Refunds

- If a written request for cancellation or change resulting in a refund is received by November 6, 2017, fees will be refunded, less a $75.00 processing fee. After that date, fees are non-refundable.
- Substitutions are accepted at no charge until December 1, 2017.
- On-site substitutions and registration transfers, except in cases of extreme emergencies, will result in an additional $150 charge.

SPECIAL EVENTS AT THE CONFERENCE

- Elected Officials Breakfast – Only County Elected Officials registered to attend the Conference are given tickets to this event.
- Welcoming Banquet, Lunches, and Inaugural Banquet/Awards Ceremony – these are ticketed events. Tickets are included in full registrations. Tickets may be purchased in addition to full registrations; one-day registrants may only purchase meal tickets for events occurring on the day of their registration. Tickets may not be purchased without a registration.
- Spouse registrations include Wednesday and Thursday Banquets and spouse lunch – the Friday lunch session is not included with the spouse registration.

PRESS

Registration

- Members of the press are welcome to attend the MACo Winter Conference. Press registrations are complimentary, however meal tickets are not included and registration is required. Meal tickets may be purchased separately, if desired. Please fill out the press registration form available at www.mdcounties.org.
- Press credentials entitle the bearer to attend and cover sessions, workshops, and other open meetings during the conference. Those holding press credentials are not entitled to participate in the discussions, including Q&A sessions reserved for conference attendees – MACo asks that any individuals seeking to actively participate in the substance of the conference event purchase an appropriate event registration to do so.
- Press seeking to participate in the meal events must purchase tickets through MACo to join those events.

Videotaping

- Videotaping is permitted without permission needed in all of the common areas of the Hyatt Regency Chesapeake Bay Hotel; this does not include meeting rooms or ticketed meal events. We ask that you kindly notify us of your intention to videotape in any of the common areas so that we can be sure to find you a space that doesn’t interfere with foot traffic. Videotaping is not permitted in any of our private meetings or ticketed meal events.
- Permission is needed to videotape an educational session. If members of the press wish to videotape a session, they must send a request to Virginia White at vwhite@mdcounties.org at least one week prior to the start of the conference. MACo must obtain waivers from all speakers involved before a session may be taped.

Requests for Interviews

- Members of the press desiring to interview MACo’s leadership should send a scheduling request to Virginia White at vwhite@mdcounties.org.

DIGITAL RECORDING & PHOTOGRAPHY POLICY

- By registering for the conference, MACo conference attendees agree that their attendance at and participation in any program may be recorded. No individual or entity may electronically record any portion of any MACo conference without prior written consent from MACo.
- By attending the events and activities, conference registrants agree that their photograph may be used in MACo communications, social media, and promotional materials.
REGISTRATION FORM

(online registration available: www.mdcounties.org/MACoCon)

MACo Winter Conference  |  December 6-8, 2017  |  Hyatt Regency Chesapeake Bay Hotel  |  Hotel Reservations: 888.421.1442

Name: ___________________________ Name on Badge: ___________________________

Employer: ___________________________

Job Title: ___________________________

Mailing Address: ___________________________

State: __________________ Zip: ___________ Tele: ___________ Fax: ___________

Email: ___________________________

Only if purchasing a Guest Registration: Guest Name: ___________________________ Name on Badge: ___________________________

Check here to reserve a seat for the Thursday Guest Activities:  Lunch  Tour  Telephone Number: ___________________________

Please check appropriate registration fee:

COUNTY MEMBERS (ELECTED, APPOINTED, OR HIRED)  11/20/2017

Full Registration (includes all conference sessions, meals, and breaks for 1 person)  $355

Guest Registration (includes Wednesday & Thursday Banquets and Thursday Guest Lunch & Tour)  $210

Wednesday Sessions & Breaks only (order meal tickets separately)  $225

Thursday Sessions & Breaks only (order meal tickets separately)  $225

Friday Sessions & Breaks only (order meal tickets separately)  $225

OTHER GOVERNMENT (MUNICIPAL, STATE, FEDERAL EMPLOYEES)

Full Registration (includes all conference sessions, meals, and breaks for 1 person)  $390

Guest Registration (includes Wednesday & Thursday Banquets and Thursday Guest Lunch & Tour)  $215

Wednesday Sessions & Breaks only (order meal tickets separately)  $250

Thursday Sessions & Breaks only (order meal tickets separately)  $250

Friday Sessions & Breaks only (order meal tickets separately)  $250

COMMERCIAL (PROFIT & NON-PROFIT)

Full Registration (includes all conference sessions, meals, and breaks for 1 person)  $425

Guest Registration (includes Wednesday & Thursday Banquets and Thursday Guest Lunch & Tour)  $230

Wednesday Sessions & Breaks only (order meal tickets separately)  $310

Thursday Sessions & Breaks only (order meal tickets separately)  $310

Friday Sessions & Breaks only (order meal tickets separately)  $310

MEAL TICKETS

Wednesday Lunch  $35  Wednesday Inaugural Banquet  $95  Thursday Lunch  $45  Thursday Awards Banquet  $80  Friday Boxed Lunch  $30

TOTAL DUE: $________

DIETARY PREFERENCES:  Vegan  Vegetarian  Gluten-free  Other/Allergy:

CANCELLATIONS/CHANGES/REFUNDS: Please view policies on previous page. Refund requests must be received by 11/6/2017.

PAYMENT METHOD: Check or Money Order payable to MACo. Your confirmation/receipt will be emailed to the email address on this form.

Please check appropriate box:  Check  VISA  MasterCard  (sorry no AMEX)

Credit Card Number: ___________________________ Expiration Date: ___________________________

REQUIRED—Billing Address: ___________________________ City __________________ State Zip __________________

Signature: ___________________________ Print Cardholder Name: ___________________________

MAIL or FAX completed registration form with payment to: MACo - Attn: Allison Valliant, 169 Conduit Street, Annapolis, MD 21401 or FAX: 410.268.1775

Questions? avalliant@mdcounties.org  PHONE: 410.269.0043

MACo USE ONLY:

Date Paid ________________ Check or PO Number ___________________ Amount ___________________ Source Online  __________________

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