



**It's time for the
95TH CODA Annual Conference!
REGISTER ONLINE! WWW.OKCODA.COM
SEPTEMBER 13TH, 14TH, AND 15TH, 2023
RENAISSANCE HOTEL & CONFERENCE CENTER
6808 South 107th East Ave, Tulsa, OK 74133
918.307.2600**

HOST HOTEL RESERVATIONS (PLEASE READ TO END): RENAISSANCE HOTEL (does not include complimentary breakfast)
ROOM RATES ARE \$94/NIGHT – SINGLE/DOUBLE OCCUPANCY. PLEASE BE AWARE, there is NO onsite group rooms coordinator! I am asking for your patience; this offsite coordinator manages several properties. If you need assistance, please email okcoda@gmail.com and I will do my best to resolve any issues that arise. Reservations can be completed **by calling the central reservation line at 800.264.0165 or the link on the CODA Website**. Please refer to group code: **CO1**. POs must be faxed directly to the accounting office at **918.307.4033 OR emailed to noelle.gambill@atriumhospitality.com** and must include the reservation confirmation number. **POs MUST BE RECEIVED BY 8/28/23! If you do not remit your PO by this date your room is not guaranteed. ABSOLUTELY NO POs WILL BE ACCEPTED AT CHECK-IN!** All attendees have until **8/22/2023** to make their reservations at the group rate. Once this date has passed OR the block is full, the discounted rate will not be available, and attendees will receive the best available rate at that time. Due to the extremely high cancellation rate in the past each attendee will only be allowed to book two room reservations in their own name. **Also, you will be required to provide credit card information during the reservation process. This information may be used by the hotel to charge your credit card in the event you do not attend and do not cancel your rooms one week prior to the conference. You will also be required to provide a credit card at check-in. This is hotel policy and non-negotiable. We do understand that this may be an inconvenience for some of you, unfortunately there is no other alternative. Please be aware that the City of Tulsa has a 3% Improvement District "fee" that will be added to your bill. It is not a tax and cannot be removed.**

OVERFLOW HOTEL RESERVATIONS CAN BE MADE AT: STAYBRIDGE SUITES, 11111 E 73RD ST, TULSA, OK 74133
PHONE: 918.461.2100 FAX: 918.461.2300
\$98/NIGHT (PO ACCEPTED)
(MENTION GROUP – COD)
Reservation Deadline is August 22nd, 2023
Must cancel 48 hours in advance to avoid credit card charges!
POs MUST BE RECEIVED BY 8/28/23! If you do not remit your PO by this date your room is not guaranteed.

Conference Training Opportunities: Classes will run concurrently so, please attend only one! Register by returning the enclosed form or completing registration online. Training opportunities will be credited for continuing education hours. However, you will be responsible for signing in for the session and submitting the required information to OSU-CTP.

Internal Controls and, the Public Competitive Bidding Act
Cheryl Wilson, SA&I

Workers Comp 101 and the FMLA
Dale Frech & Julie McGuffee, ACCO

Employment Risks Created by Supervisors
Nancy Gunter, OSU-CTP

**Animal Cruelty and Fighting Investigations:
Considerations for Oklahoma Enforcement Officers ***
Captain David Taylor

*This class is designed for law enforcement professionals but is open to anyone

❖ **PLEASE JOIN US FOR FOOD AND FUN AT THE PRESIDENT'S RECEPTION ON WEDNESDAY EVENING! DON'T FORGET TO RSVP ON THE REGISTRATION FORM!**

❖ **TO CELEBRATE OUR 95TH ANNIVERSARY A COMPLIMENTARY SHIRT WILL BE PROVIDED TO REGISTERED ATTENDEES. YOU MUST RETURN THE ENCLOSED FORM OR REGISTER ONLINE BY 8/26/23 TO RECEIVE THE SHIRT.**

❖ Contact Melissa Kueter 405.816.7484 or okcoda@gmail.com with conference questions. Also, don't forget to bring a door prize!



Registration Form
 County Officers & Deputies Association of Oklahoma
 95th Annual Conference
 September 13th, 14th & 15th, 2023
 Renaissance Hotel & Conference Center
 6808 South 107th East Ave, Tulsa, OK 74133

REGISTER ONLINE! GO TO OKCODA.COM

Registration Deadline: postmarked by **September 1st, 2023 (WALK UP REGISTRATION ONLY AFTER 9/1/23)**
 Registrations are **NON-Refundable postmarked after August 26th, 2023 (This INCLUDES no-shows)**

1. Please print your name clearly (as it should appear on name badge.) *Register a guest just as you would an employee only under TITLE, please enter GUEST.* Please attach additional copies of the form if needed.

County _____ Office/Department _____

First _____ Last _____ Title _____

First _____ Last _____ Title _____

First _____ Last _____ Title _____

First _____ Last _____ Title _____

Mailing Address _____

City _____ Zip _____ Phone _____

Email _____

2.		Early Registration (postmarked by 8/26/23)	Late Registration (postmarked after 8/26/23 or on site)	#	AMOUNT DUE
	Member Elected Official	\$125.00	\$150.00	_____	\$ _____
	Member Employee/Deputy	\$125.00	\$150.00	_____	\$ _____
	Member Guest/Spouse	\$60.00	\$65.00	_____	\$ _____
	Non-Member Elected Official	\$175.00	\$200.00	_____	\$ _____
	Non-Member Employee/Deputy	\$175.00	\$200.00	_____	\$ _____
	Non-Member Guest/Spouse	\$75.00	\$80.00	_____	\$ _____
	BREAKOUT SESSION ONLY.....	\$30.00	\$35.00	_____	\$ _____

3.	REGISTRATION INSTRUCTIONS: 1. Anyone attending ANY part of the conference is required to register. THAT INCLUDES THE BREAKOUT SESSION! 2. You may send one check/PO for multiple registrations 3. Cancellations must be submitted in writing to CODA, PO Box 2455, Chickasha, OK 73023 or okcoda@gmail.com . ABSOLUTELY NO refunds after August 26, 2023. (INCLUDING no-shows) 4. RETURN ALL FORMS (INCLUDING SHIRT & WORKSHOP)	NUMBER ATTENDING THE PRESIDENT'S RECEPTION *NEW EVENT FOR 2023! * <input style="width: 50px; height: 20px;" type="text"/>
		TOTAL AMOUNT ENCLOSED \$ _____ Check (payable to CODA) <input type="checkbox"/> PO <input type="checkbox"/> Check or PO # _____

Return Registration Form and Remit Payment To: CODA, PO Box 2455, Chickasha, OK 73023 OR Email: okcoda@gmail.com

❖ **BE SURE TO RETURN YOUR WORKSHOP REGISTRATION FORM AND SHIRT ORDER FORM!**

CODA Workshops
coordinated by the
CODA Executive Board,
County Training Program (CTP), and
Oklahoma Cooperative Extension Service, OSU

Workshop Registration Form

Each workshop is 3 hours long so sign-up for only ONE. One registration form per person.

Workshops:

1. Internal Controls and the Public Competitive Bidding Act - Cheryl Wilson, State Auditor & Inspectors Office

Part I: The importance of internal controls over financial reporting.

Part II: Overview of the Public Competitive Bidding Act of 1974 as it relates to public construction projects and sealed bid limits.

2. Workers Comp 101 and the FMLA - Dale Frech, ACCO Safety Director and Julie McGuffee, Work Comp Claims Supervisor, County Claims of Oklahoma

Discussion of the fundamentals of the Oklahoma Workers Compensation Act, including Employer and Employee Responsibilities, the need for prompt reporting and using the work comp form 2. Also, an overview of the Federal Family Medical Leave Act (FMLA) and how it applies to counties including who and what qualifies.

3. Employment Risks Created by Supervisors - Nancy Gunter, OSU

Workshop taken from material covered in Managing Personnel in at At-Will Organization

4. Animal Cruelty and Fighting Investigations: Considerations for Oklahoma Enforcement Officers* - Captain David Taylor

After working in multiple divisions, Captain Taylor became the first sworn deputy to oversee animal services for the Cabarrus County Sheriff's Office (NC) and began managing all shelter and field operations for the agency. His department is often used as a model for other municipalities that are interested in housing animal services within the sheriff's department. During his tenure, he responded to hundreds of animal related calls and now uses his expertise to train officers throughout the country about those investigations.

*This class is designed for law enforcement professionals but is open to anyone

Workshop Name:	
Location: Renaissance Hotel & Conference Center, Tulsa, OK	Date: September 14, 2023
Name:	Title:
County:	Phone No.:
Address:	
City:	Zip:
Email address:	

*Please complete and return registration form with your CODA Registration
CEU hours will be recorded to those who sign-in at the Conference and submit the required
information to OSU-CTP.*

CODA 95TH ANNIVERSARY T-SHIRT ORDER FORM

Show your support for County Government with this exclusive t-shirt! Every conference attendee that returns the order form by **8/26/23** will receive a grey Bella Canvas shirt featuring the 95th Anniversary logo on the front. The logo was designed by Kellie Brown of the Kingfisher County Treasurer's Office.

Shirts must be picked up at the registration desk during the conference.

Only registered attendees will receive a shirt.

Select the size of your shirt below and return this form with your conference and workshop registration forms to CODA, PO Box 2455, Chickasha, OK 73023 or email okcoda@gmail.com.

NAME: _____

COUNTY: _____

OFFICE: _____

PHONE: _____

EMAIL: _____

SIZE (SELECT ONE): ___SMALL ___MEDIUM ___LARGE ___XLARGE ___2XLARGE



CODA 2023 ANNUAL CONFERENCE
TENTATIVE AGENDA
(all times are subject to change)

Tuesday, September 12

2:00P	CODA Board Meeting
4:00P	Exhibit Hall Set Up

Wednesday, September 13

8:00A	Exhibit Hall Set Up
9:00A	Registration Opens
10:00A	Exhibit Hall Opens
10:00A	Assessor's Meeting
11:00A	CTAO Meeting
1:30P	General Session (Program TBA)
6:00P - 8:00P	PRESIDENT'S RECEPTION* (RSVP) <i>*New event for 2023. Join us for food and fun!</i>

Thursday, September 14

8:00A	Registration Opens
8:00A-12:00P	Animal Cruelty & Fighting Investigations
9:00A-12:00P	Internal Controls and the PCBA Workers Comp 101 and the FMLA Employment Risks Created by Supervisors
12:00P-1:30P	Lunch on your own
1:30P	Individual Breakout Sessions
	County Assessors County Clerks County Commissioners County Court Clerks County Treasurers County Sheriffs
5:30P	Exhibit Hall Closed
7:00P	Bingo!

Friday, September 15

9:00A	General Session (Program TBA)
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WATCH THE CODA FACEBOOK PAGE AND WEBSITE FOR UPDATES