



Michigan Sheriffs' Association

2019 Summer Professional Development Conference

Administrative Assistants

Monday, June 10, 2019

<u>7:00 a.m.</u>	Continental Breakfast
	<i>Prefunction Area – Main Level – Crystal Center</i>
<u>7:00 a.m.</u>	Registration & MSA Store Open
	<i>Northern Lights – Main Level – Crystal Center</i>
<u>8:00 a.m.</u>	Introductions, Door Prizes & Team Building
	<i>Hudson Bay – Upper Level – Crystal Center</i>
<u>9:00 a.m.</u>	VINE Update (with General & JA Session)
	<i>Maria Markos, MDHHS</i>
	<i>Northwest Territories – Main Level – Crystal Center</i>
<u>9:45 a.m.</u>	Morning Break
	<i>Prefunction Area – Main Level – Crystal Center</i>
<u>10:00 a.m.</u>	MCOLES Update
	<i>Gretchen Galloway, Field Representative, MCOLES</i>
	<i>Hudson Bay – Upper Level – Crystal Center</i>
<u>11:00 a.m.</u>	Leadership
	<i>Undersheriff Dwayne Miedzianowski, Clare County Sheriff's Office</i>
	<i>Hudson Bay – Upper Level – Crystal Center</i>
<u>12:00 p.m.</u>	Luncheon
	<i>James Bay Hall - Lower Level – Crystal Center</i>
<u>1:00 p.m.</u>	Record Retention and Personnel Files
	<i>Attorney John McGlinchey & Kristen Baiardi; Abbott, Nicholson, P.C.</i>
	<i>Hudson Bay – Upper Level – Crystal Center</i>
<u>2:30 p.m.</u>	Afternoon Break
	<i>Prefunction Area – Main Level – Crystal Center</i>
<u>2:45 p.m.</u>	Roundtable
	<i>Hudson Bay – Upper Level – Crystal Center</i>
<u>3:30 p.m.</u>	Dealing with Difficult People
	<i>Sergeant Jeff LaBrie, Allegan County Sheriff's Office</i>
	<i>Hudson Bay – Upper Level – Crystal Center</i>
<u>5:00 p.m.</u>	Dinner on Your Own
