



## TRAVEL APPROVAL REQUEST FORM

Please check one:

☒ Out-of-State Travel (requires Board of Supervisors approval, per GC§24058)

☐ In-State Travel

Person(s) & Department Requesting Travel	Dates	Location and Nature of Meeting
Kevin O'Neill Office of Emergency Services	Sunday, October 21, 2018 - Wednesday, October 24, 2018	International Association of Emergency Managers 187 Nonroe Ave NW Grand Rapids, MI 49503

**ESTIMATED COSTS:**

☐ General Fund

☒ Other Fund  
HSGP

☐ Project Code

Registration: \$762.00  
Lodging: \$548.55  
Mileage: -  
Meals: \$147.50  
Airfare: \$397.00  
Other: -

**TOTAL: \$ 1,855.05**

☐ Approved

☐ Not Approved

Approved By: \_\_\_\_\_

Signature - Anthony Botelho, Chair of the Board      Date: \_\_\_\_\_

Mark Your  
Calendar!

OCTOBER 19-24

2018



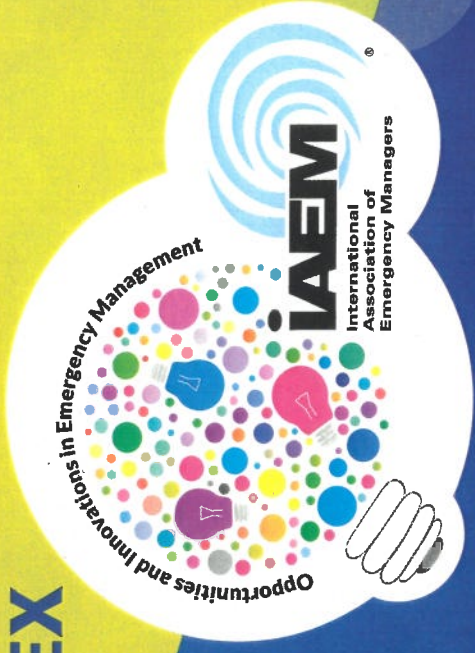
Together with



Invite you to join us  
at the

GRAND RAPIDS, MICHIGAN  
AMWAY GRAND PLAZA HOTEL  
AND DEVOS PLACE

# 66th Annual IAEM Conference and EMEX



Register  
Today!

[www.iaemconference.info](http://www.iaemconference.info)

# Program

## PROGRAM

### DOWNLOAD IAEM BROCHURE

#### FRIDAY, October 19

8:00 am – 5:00 pm	Pre-Conference Training
2:00 pm – 5:00 pm	Registration

#### SATURDAY, October 20

7:00 am – 5:00 pm	Registration
8:00 am – 5:00 pm	Pre-Conference Training
10:00 am – 2:00 pm	IAEM Board Meeting
5:30 pm – 8:00 pm	Special Events

#### SUNDAY, October 21

7:00 am – 4:30 pm	Registration
8:00 am – 5:00 pm	Pre-Conference Training
4:30 pm – 5:15 pm	Pre-Welcome Party Meet & Greet
5:30 pm – 7:30 pm	Welcome Party

#### MONDAY, October 22

7:00 am – 6:00 pm	Registration
8:00 am – 4:30 pm	General Sessions and Breakout Sessions
12:15 pm – 1:45 pm	General Session Speaker and Awards Presentation – <i>sit down plated lunch provided</i>
5:00 pm – 6:00 pm	IAEM Regional Meetings
6:00 pm – 9:30 pm	Special Events and EMEX Opening Reception



**TUESDAY, October 23**

7:00 am – 5:30 pm	Registration
8:00 am – 4:00 pm	General Sessions, Spotlight Sessions, Breakout Sessions and EMvision Talks
9:30 am – 10:15 am	Morning Break in EMEX
11:45 am – 1:15 pm	Lunch in EMEX
12:15 pm – 1:00 pm	Poster Showcase Presentations
2:15 pm – 3:00 pm	Afternoon Break in EMEX
4:15 pm – 5:15 pm	Caucus/Committee/Council/Meetings
5:15 pm – 7:30 pm	Special Events and EMEX Reception

**WEDNESDAY, October 24**

7:15 am – 2:00 pm	Registration
8:00 am – 4:00 pm	General Sessions and Breakout Sessions
9:30 am – 10:30 am	IAEM Annual Business and Membership Meeting
10:30 am – 11:15 am	Morning Break in EMEX
12:15 pm – 1:45 pm	Lunch in EMEX
4:15 pm – 5:15 pm	Caucus/Committee Meetings
6:00 pm – 8:30 pm	IAEM-USA Presidents Banquet & CEM/AEM Awards Program

**THURSDAY, October 25**

8:00 am – 9:30 am	IAEM-USA Board Meeting
8:00 am – 5:00 pm	Post-Conference Training



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# International Association of Emergency Managers

Oct 18, 2018 - Oct 27, 2018

## Reservation Details

ACKNOWLEDGEMENT NUMBER:32L5LJNG

**AMWAY GRAND PLAZA, CURIO COLLECTION BY HILTON**

187 Monroe NW , Grand Rapids , MI 49503 , UNITED STATES

info@amwaygrand.com

www.amwaygrand.com

### CLASSIC ROOM WITH 2 QUEEN BEDS

**DATES:** Oct 21, 2018 - Oct 24, 2018**3** nights , **1** adult , **0** children**RATES**

USD 477.00

**TAXES & FEES**

USD 71.55

**TOTAL ROOM PRICE**

USD 548.55

### ADD-ONS

### SUBTOTAL

USD 548.55

### GUEST SUMMARY

**KEVIN O'NEILL**[REDACTED]  
Hollister, CA, 95023

US

koneill@cosb.us

[REDACTED]

Oct 21, 2018 - Oct 24, 2018

### PAYMENT INFORMATION

Credit Card

VISA

[REDACTED]

\*\* / \*\*

### BILLING ADDRESS

Kevin O'Neill

[REDACTED]  
745 Helen Drive  
Hollister, CA, 95023

US

[REDACTED]

### RATES

Oct 21, 2018 - USD 159.00

Oct 22, 2018 - USD 159.00

Oct 23, 2018 - USD 159.00

### OTHER INFORMATION

**SMOKING PREFERENCE:** No Preference**ACCESSIBLE:** No

### POLICIES

### ROOM POLICIES

- Tax is not included

**TAX POLICY**

**The total room charge presented above does not include taxes.** The current room tax rate is 15% (6% state tax and 9% hospitality tax) per night and will be added to your final bill.

**CANCEL POLICY**

Cancellations must be made 48 hours prior to arrival in order to avoid a one night's room and tax fee.

**CHILDREN POLICY**

Children 17 years or younger stay free in a parent's room with existing bedding.

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Privacy Policy, JN-06292018-prod book04b



 **SJC-GRR**  
Sun, Oct 21

 **GRR-SJC**  
Wed, Oct 24

✓ **Trip summary**

**San Jose** → **Grand Rapids**

Round trip · 1 passenger · Economy

Total price  
from **\$397**



Track prices · Monitor the lowest price for this itinerary, and receive price alerts and travel tips by email

Ads

Google may be compensated by some of these providers



**Book with Delta** Basic Economy ▾

DL 1864, DL 1407, DL 1407, DL 1867

\$397

**SELECT**



**Departing flight** · Sun, Oct 21



**Delta**

REMOVE FLIGHT



**6:30 AM** · San Jose International Airport (SJC)

Travel time: 3h 40m

**12:13 PM** · Minneapolis–Saint Paul International Airport (MSP)

Delta · Basic Economy · Airbus A319 · DL 1864


**1h 2m layover** · Minneapolis (MSP)

**1:15 PM** · Minneapolis–Saint Paul International Airport (MSP)

Travel time: 1h 20m

**3:36 PM** · Gerald R. Ford International Airport (GRR)


Delta · Basic Economy · Boeing 737 · DL 1407

 Average legroom (30 in)

 Wi-Fi


 In-seat power & USB outlets

 On-demand video

 Average legroom (30 in)

 Wi-Fi

 In-seat power & USB outlets

 On-demand video



**Returning flight** · Wed, Oct 24



**Delta**

REMOVE FLIGHT



**4:19 PM** · Gerald R. Ford International Airport (GRR)

Travel time: 1h 55m

**4:54 PM** · Minneapolis–Saint Paul International Airport (MSP)

Delta · Basic Economy · Boeing 737 · DL 1407

**1h 1m layover** · Minneapolis (MSP)

**5:55 PM** · Minneapolis–Saint Paul International Airport (MSP)

Travel time: 4h 5m


**8:03 PM** · San Jose International Airport (SJC)


Delta · Basic Economy · Boeing 737 · DL 1867

 Average legroom (30 in)

 Wi-Fi

 In-seat power & USB outlets

 On-demand video

 Average legroom (30 in)

 Wi-Fi

 In-seat power & USB outlets

 On-demand video

Your search for 49503

USING RATES FOR KENT INCLUDING GRAND RAPIDS:

Daily Per Diem Rates:

September Lodging: \$113  
September M&IE: \$59

Estimated Per Diem Total: \$545.50

Breakdown



Date	Max. Lodging	M&IE	Total
First Day (09/23/18)	\$113	\$44.25*	\$157.25
September Rate	\$113	\$59	\$172
Last Day (09/26/18)	-	\$44.25*	\$44.25

\*The first and last calendar dates of M&IE are calculated at 75%

Additional Terms & Conditions

