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To: Department of Rehabilitation and Corrections Chapter Presidents

From: Shawn Gruber, DRC Assembly President

Date: June 13, 2016

Re: Corrections Assembly Retreat

Attached is the 2016 Corrections Assembly Retreat Registration Form. The conference will be held **Saturday, August 6** at OCSEA Headquarters, 390 Worthington Rd., Westerville, Ohio 43082.

The registration fee is \$25.00 per person which includes the conference information packet, continental breakfast and lunch Saturday. **The conference registration deadline is July 15, 2016, no refunds will be issued after July 15, 2016** and you must send a check with the registration form. If the Chapter is using a rebate, your Chapter President **must** sign the registration form.

Room reservations are to be made directly through the hotel and you must mention **CCO** to receive the discounted rate. The conference hotel will be the Holiday Inn, 8670 Orion Place, Columbus, OH 43240 and the phone number is 1-877-252-3860. The special rate for the overnight rooms will be \$109 plus tax for a King room and \$119.00 for two Queen beds. **The cut-off date for room reservations is July 6, 2016 and rooms will NOT be guaranteed at this special rate after the cut-off date.** There will be a Networking Night Friday evening from 6:00 – 8:00 pm at OCSEA Headquarters. If you have any questions, please contact Theresa Lapp at (614) 865-4714 or via email at [tlapp@ocsea.org](mailto:tlapp@ocsea.org). We look forward to seeing you at this great retreat!

**Tentative Agenda**

<b>Friday, August 5, 2016</b>	6:00 p.m. - 8:00 p.m.	Networking reception
<b>Saturday, August 6, 2016</b>	8:00 am - 10:00 am	Registration
	10:20 am - 10:20 am	Opening
	10:20 am - 11:00 am	Speakers
	11:00 am - 12:00 pm	Workshops
	12:30 pm - 1:00 pm	Lunch
	1:00 pm - 2:00 pm	Workshops repeated
	2:00 pm - 3:00 pm	General Session
	3:00 pm - 3:30 pm	Present plaques and door prizes

Thank you!