



# 2018 State EMS Association Meeting

**February 1-4, 2018**  
**Hershey Lodge**  
**Hershey, Pennsylvania**

**Cost: \$125 per attendee**  
*Registration form included  
in this brochure.*



**Hosted by:**  
*Ambulance Assn.  
of Pennsylvania*



## **ABOUT OUR GROUP:**

The intent and purpose of this annual meeting is to provide an organized and structured forum for the leadership of State EMS Associations for meeting face-to-face to share information for the benefit of learning innovative ways to strengthen membership, improve or create new programs offered, share ideas and past experiences, and create a network with other professionals.

## **Hershey Lodge Hershey, PA**

Hershey Lodge provides convenience and comfort for families and guests of all ages. We hope you'll enjoy the sweet hospitality and iconic chocolate details around every corner.

Flights should be made into Harrisburg, PA.

Hershey is located in Central Pennsylvania, just 90 minutes from Baltimore and Philadelphia, 2 hours from Washington, DC and 3 hours from New York City. Make plans now to attend this event!



### **Meeting and Hotel Room Location:**

**Hershey Lodge**  
325 University Drive | Hershey, PA 17033  
**Reservations: 1-800-HERSHEY (437-7439) or make  
[online reservations here.](#)**

**Group Name: Amb. Assn. of PA**  
**Rate: \$139/night**

**Room block deadline: January 18, 2018**  
*Airport shuttle service is an additional fee.*

## **MORE INFORMATION**

### **Schedule, Meals and Entertainment**

We will have an informal gathering on Thursday night, Feb. 1, as people will be arriving at different times. Friday and Saturday, we will meet from 8-5 with dinner/entertainment provided in the evenings. Sunday, we will have an informal meeting for those still around. Breakfast and lunch will be provided in the meeting space.

### **Transportation**

Flights should be made to Harrisburg, PA. The hotel provides airport shuttle service for an additional fee. During the meeting, all other transportation needs will be taken care of.

### **Dress**

Casual and Comfortable

## **AGENDA TOPICS**

Could include, but are not limited to, the following:

- Association Management
- Board Member Orientation/Duties
- Events
- Legislative Issues/Lobbying
- Membership/Communications
- Sponsorships/Revenue and more!

## **Questions?**

**Contact Heather Sharar, 717-512-5609**  
**[executivedirector@aa-pa.org](mailto:executivedirector@aa-pa.org) or**  
**[stateemsassoc@gmail.com](mailto:stateemsassoc@gmail.com)**





# Registration

*(We recommend you send two representatives (staff or board) to this meeting, but no more than four.)*

Registration is available using the form below. Send your form to AAPA, PO Box 60183, Harrisburg, PA 17106-0183 or email to [executivedirector@aa-pa.org](mailto:executivedirector@aa-pa.org)

Payment options: Mail a check or pay by credit card over the phone.  
*If you mail a check, please include a copy of your registration and make the check payable to AAPA.*  
To pay by credit card, call Heather Sharer at 717-512-5609.

After you register, please have 1 person attending from your association sign and e-mail a copy of the MOU to [stateemsassoc@gmail.com](mailto:stateemsassoc@gmail.com). *(The MOU is found in this brochure as well.)*

Direct questions to:  
Heather Sharar | 717-512-5609 | [executivedirector@aa-pa.org](mailto:executivedirector@aa-pa.org) or [stateemsassoc@gmail.com](mailto:stateemsassoc@gmail.com)

**HOTEL DEADLINE:**  
**January 18, 2017**  
Hotel: \$139/night + tax

**REGISTRATION DEADLINE:**  
**January 18, 2017**  
Cost: \$125 per attendee

Hosted by:  
**Ambulance Assn. of Pennsylvania**



# Registration

*(We recommend you send two representatives (staff or board) to this meeting, but no more than four.)*

Name of State EMS Association \_\_\_\_\_

Association Address \_\_\_\_\_

Attendee \_\_\_\_\_

Email \_\_\_\_\_

Phone \_\_\_\_\_

Top TWO Topics You want to Discuss

1. \_\_\_\_\_

2. \_\_\_\_\_

Total number of attendees **X \$125 each** = \_\_\_\_\_

- Payment Enclosed
- Please contact us for payment by credit card

A more formal agenda will be sent out later. We are looking at some outside speakers, attendees facilitating discussions, and roundtable discussions. This meeting is for you, so if you want to talk about something specific or lead a session, please let us know.

**We look forward to seeing you there!**



**February 1-4, 2019 | Hershey Lodge | Hershey, PA**



Please return 1 copy  
of this form per state  
organization.

## State EMS Association Network Annual Networking Meeting

### Memorandum of Understanding (MOU)

#### General Statement

The intent and purpose of this annual meeting is to provide an organized and structured forum for the leadership of State EMS Associations to meeting face to face to share information with other State EMS Leaders (Board of Directors, Executive Directors or other Association Staff) for the benefit of learning innovative ways to strengthen the membership, programs or association membership benefits. The general concept is to help other state EMS associations by sharing ideas, information or past experiences with others who are stakeholders of this MOU.

This stakeholder group for the EMS network meeting is non-profit and private. Participation is through invitation only and is open to any State EMS Association representing the majority of the EMS interest in their state. Only ONE State EMS Association will be allowed to participate per state.

State EMS Associations who initially sign this MOU will be considered the “primary stakeholder” for that State; they will be allowed up to four EMS representatives to attend the annual meeting. Individual state primary stakeholders decide who they want to attend to be their meeting representative. It is not necessary for the EMS representatives to be from the same association; however the primary state stakeholder must authorize their participation.

If a state primary stakeholder initially signs the agreement and does not have representation at the meeting then the stakeholder will risk their primary stakeholder position to another state EMS organization who may be interested to participate.

#### Participating States Responsibility

Any State EMS Association may participate in the network meeting so long as their organization represents the general interest of the EMS providers for their state. Primary stakeholders must sign this MOU as a general understanding of this meeting. They agree to share information about their own organization to help the group as a whole. Confidentiality of sensitive issues will apply when requested by others. It is understood that signing this MOU, the association will become the primary stakeholder for their State. They will hold this representation as the only State EMS Association for that state to participate in the group. The participating states must be represented and participate at the annual meeting. State Associations agree to contribute a fee of \$125 per representatives to support the costs of the meeting.

#### Hosting State Responsibility

One State EMS Association will be selected by the group at the closure of the annual meeting to serve as the hosting state for the next meeting. This state association agrees to make all arrangements with a hotel for meeting space, rooms and food for the event. They will work with the appointed education state to help facilitate a successful meeting (if one is selected).

#### Education State Responsibilities

One State EMS Association will be selected by the group at the closure of the annual meeting (if possible) to serve as the state responsible for creating the agenda to include securing topics, presenters, and handouts. This state association shall work with the appointed hosting state to assure that all the necessary equipment including but not limited to audio-visual, supplies, and meeting room set-up is arranged.

#### Liability

Signing of this agreement does not extend the liability or risks to the other participating states associations. Each state shall be responsible for their own insurance, actions and exposure to liability. Participating associations shall not be held responsible or liable for any injury, hardship or damages caused by others. It is understood that representatives are attending this meeting upon their own free will.

As the Chief Officer for our EMS Association, I have read and understand this memorandum of understanding.

\_\_\_\_\_  
State

\_\_\_\_\_  
State EMS Association President or Director

\_\_\_\_\_  
Date