



TO: All Sheriffs, Chief Deputies & Jail Administrators  
FROM: Sheriff J. Derek Morgan, Training Committee Chair  
DATE: February 14, 2025

The Illinois Sheriffs' Association will be hosting a Chief Deputy and Jail Administrators Conference April 2-4, 2025 at the Embassy Suites Hotel & Conference Center, East Peoria! Conference fees are posted on the registration form and all hotel rooms will be booked on a master rooming bill by the ISA. The fee of \$750/person includes 2 nights' hotel and all meals posted.

Attire for all events will be casual.

Registration will open at 10:30 a.m. on Wednesday, April 2<sup>nd</sup>. The hospitality room will be open each day after training. There will also be a Shrimp/Crawfish Boil & Mission BBQ FEAST on Wednesday evening- you will NOT want to miss this amazing treat! We will also have a cornhole tournament Wednesday evening, you can sign up for that at registration.

Included in this packet you will find a **preliminary agenda**, a registration form for the conference and registration form for overnight accommodations. These should be sent directly to the ISA office OR you can register online here: <https://www.ilsheriff.org/training/>

Conference fees include: 2 Nights hotel (April 2<sup>nd</sup> & 3<sup>rd</sup>) and all meals for the conference.

Hotel check in time is 4:00 p.m. and check out time is 11:00am.

If you have any questions, please email Teri Schroeder at the ISA [Teri@ilsheriff.org](mailto:Teri@ilsheriff.org). Thank you and we look forward to seeing you!

**Please email both your hotel reservations and your conference registration forms to the ISA. Email: [Teri@ilsheriff.org](mailto:Teri@ilsheriff.org)**

**Registration deadline is March 14<sup>th</sup>!!**



**2025 ISA Chief Deputy &  
Jail Administrators Conference  
APRIL 2-4, 2025**

**Embassy Suites Hotel & Conference Center, East Peoria**

***\$750.00 - Registration Fee (\$375 If Commuting)***

**(Payable to the Illinois Sheriffs' Association)**

**\*\*\*Please submit separate form for each registrant\*\*\***

**NAME** \_\_\_\_\_

**TITLE** \_\_\_\_\_

**COUNTY** \_\_\_\_\_ **PHONE** \_\_\_\_\_

**EMAIL** \_\_\_\_\_

**TOTAL \$** \_\_\_\_\_

**Mailing a check:** \_\_\_\_\_ **Check enclosed: #** \_\_\_\_\_ **OR**

**Circle One:**      *Visa*              *Mastercard*              *Amex*              *Discover*

**CC#:** \_\_\_\_\_

**Exp. Date** \_\_\_\_\_ **Name on card:** \_\_\_\_\_

**Please REGISTER FOR MEAL EVENTS**

**WEDNESDAY OPENING LUNCH** \_\_\_ YES \_\_\_ NO

**WEDNESDAY SHRIMP BOIL** \_\_\_ YES \_\_\_ NO

**THURSDAY WORKING LUNCH** \_\_\_ YES \_\_\_ NO

**THURSDAY RECEPTION** \_\_\_ YES \_\_\_ NO

**PLEASE RETURN THIS FORM ALONG WITH YOUR HOTEL RESERVATIONS  
FORM BY March 14<sup>th</sup> to [Teri@ilsheriff.org](mailto:Teri@ilsheriff.org)**

**HOTEL RESERVATION FORM FOR APRIL 2<sup>nd</sup> & 3<sup>rd</sup>**

**(Reservations are rooming list only- ISA will reserve all hotel rooms and email out confirmations before conference)**

Check in Date: \_\_\_\_\_ Check out Date: \_\_\_\_\_

NAME: \_\_\_\_\_ County: \_\_\_\_\_

Sharing a room with: \_\_\_\_\_

**THE CONFERENCE FEES COVER 2 NIGHTS LODGING**

**IF YOU ARE STAYING THE EXTRA NIGHT- TUESDAY NIGHT,  
APRIL 1<sup>st</sup> - CREDIT CARD INFORMATION IS MANDATORY!**

\$162.00 TAX INCLUDED

\_\_\_\_\_ Visa \_\_\_\_\_ M/C \_\_\_\_\_ Discover \_\_\_\_\_ Amex

Credit Card #: \_\_\_\_\_

Exp. Date: \_\_\_\_\_

Name as it appears on card: \_\_\_\_\_



**2025 ISA CHIEF DEPUTY & JAIL ADMINISTRATOR AGENDA  
PRLIMINARY AGENDA (subject to change)**

|                             |   |   |
|-----------------------------|---|---|
| <b>April 2<sup>nd</sup></b> | 10:30a.m.-2:00p.m.  | Registration Open (Conference Center)   |
| River E                     | Noon  | Opening Luncheon  |
|                             | 1:00 -4:00 p.m.   | <b>Joint Training: Holiday Hills OIS Debrief</b> , Sgt Eric Ellis and Lt. Alex Embry, McHenry County Sheriff's Office   |
|                             | 4:00 p.m.   | Hospitality Room Opens: Grandview Room in the hotel-lobby level.  |
|                             | 6:00 p.m.   | BAGS TOURNEY on the patio outside the hospitality room- weather permitting.   |
|                             | 6:00 p.m.   | Shrimp & Crawfish Boil and Mission BBQ Feast- Hospitality room and outside patio<br><b>** Sponsored by Combined Public Communications, MISSION BBQ, The Sheriff App.com</b> |
| <b>April 3<sup>rd</sup></b> | 7:30a.m.  | Registration Opens  |
| River AB                    | <b>JAIL ADMINISTRATORS TRAINING:</b><br>(Working lunch served at Noon)<br>8:30 a.m.- 1:30 p.m.<br><b>Death Investigations in the Jail &amp; Officer Wellness, Dr. Thomas Trice, Ret. St. Clair County Sheriffs Office</b> |   |
| River CD                    | <b>CHIEF DEPUTY TRAINING:</b><br>(Working lunch served at Noon)<br>8:30 a.m.-1:30 p.m.  | <b>TBA</b>  |
| River F-J                   | 2:00-6:00 p.m.  | Exhibit Hall is Open  |
|                             | 4:00 p.m.   | Reception and Hors D'oeuvres in Exhibit Hall  |
|                             | 6:00 p.m.   | Hospitality room opens (Dinner on your own)   |

**April 4<sup>th</sup>**

River A-D **8:30-11:30 a.m. Joint Training:** Legal Updates/  
Legislative Updates, Rick Stewart, ISA Legal Counsel & Jim  
Kaitschuk, ISA Executive Director