



Important Information for Attendees to the OACP Chiefs' In-Service & Annual Conference April 28-30, 2024 Columbus Downtown Hilton

The 2024 OACP Chiefs' In-Service & Annual Conference (CIS/AC) has set a new attendance record! The CIS/AC promises to be an outstanding event with a great lineup of presenters addressing relevant topics impacting law enforcement and our communities today, a huge Exhibitor Showcase, and many networking opportunities. All of this is happening once again at the award-winning four-star Downtown Columbus Hilton, located in the vibrant Arena and Short North Districts. Here is key information to assist you:

Note: The conference events will take place in both towers of the hotel! The original tower is named 401 (hotel address). The Sunday and Tuesday events, as well as the Exhibitor Showcase, will take place in the original tower 401. The new 28-story tower is located across at 402 N. High Street and is called Tower 402. All Monday breakout sessions as well as Monday breakfast and lunch will be in the new tower. (See the agenda and the maps for the various event locations.)

1) **CONFERENCE REGISTRATION - PICK UP NAMETAGS & PACKETS**

Please note that conference registration begins at 1:30 pm on Sunday on the lower level of the hotel tower 401. Raffle tickets may be purchased at a separate table if desired.

2) **CONFERENCE AGENDA & MAPS**

Scan the QR code with a cell phone camera to visit the conference information link on the OACP website that contains the agenda and conference maps for each day. You can also view the information by clicking on this link: <https://oacp.org/chiefs-in-service-annual-conference/>



The first event of the Conference will be the *Opening Session, Presentation of the Colors, and the Annual Business Meeting starting at 2:30 pm* in the Bellows Ballroom located on the lower level of the Hotel.

The Conference format includes Sunday and Tuesday general sessions in the Bellows Ballroom. Sunday evening banquet dinner buffet will be the awards banquet and installation of the new OACP executive board members. The Chiefs' Reception will be in the Burkhart Room immediately following the awards banquet.

Monday will be breakout sessions only in the morning and early afternoon. The Exhibitor Showcase starts at 1:30 immediately after the conclusion of the breakout sessions and concludes at 5 pm. You are welcome to attend the breakout sessions of your choice. Note: the Monday breakout sessions will all be held on the third floor of the new hotel tower 402. Take the skybridge over to the new hotel and escalators/elevators to the third floor.

3) HOTEL CHECK-IN

If you requested a sleeping room, the room is already reserved for you in your name. Your sleeping room may be in either tower of the hotel. Note: To save time and avoid a long line waiting to check-in at the front desk in the lobby, you are strongly encouraged to take advantage of the free online check-in option using the Hilton Digital Key app. To utilize the online check-in, follow these steps:

- a) Download the free Hilton Honors Membership app- you can download this app on your cell phone by going to the Apple or Android store. Just click on this link: <https://hiltonhonors3.hilton.com/rs/hilton-honors-mobile-app/>
- b) Follow the instructions and enter your sleeping room confirmation number as directed. (This is the confirmation number that Renea sent to you previously). Enter your check-in date where indicated. If you have not received a confirmation number yet, please let Renea know ASAP.
- c) Important: Pre-check-in by the Digital Key App can only be done within 24 hours of scheduled check-in. Thus, wait until after 3 pm on Saturday, April 27 to use the online check-in.
- d) If you choose to check-in at the hotel front desk, you may check in at the hotel lobby of either tower. Note: sleeping rooms will generally not be ready until after 3 pm. If your room is not yet ready, you will receive a text message when your room is ready for you to move in. The hotel can hold your luggage for you until your room is ready.

4) EXHIBITOR SHOWCASE

The Exhibitor Showcase features 100+ vendors this year, and it promises to be another great show. The showcase will be from **1:30 pm - 5:00 pm** on Monday. Soft beverages and dessert items will be served. The Exhibitor Showcase will be held on the lower level of the hotel tower 401 in the Bellows and Burkhart ballrooms. Remember to bring your business cards for the Exhibitor Showcase raffles.

5) RAFFLES

As a reminder, prizes won that are of value (valued over \$25) are to be used by your agency. This rule is based on the Ohio Ethics Commission opinion. More information will be available at the Conference if you have any questions.

Tickets can be purchased for \$5 per ticket. We encourage you to participate in the raffle as all proceeds go to the Line of Duty Death Fund and are used to support the families of fallen officers and the Ohio Concerns of Police Survivors. Be sure to bring cash.

The annual Ron and Rita Jornd Scholarship Quilt raffle will take place again this year. All proceeds go to the OACP Scholarship fund to provide \$500 scholarships for the children of Active Member Chiefs. Tickets are \$1 or \$5 for six tickets. The quilt will be on display at the registration area. The winner will take the quilt back to their department for one year and add a patch representing their community or agency. By tradition, the quilt will be re-raffled at next year's Chiefs' In-Service & Annual Conference.

Note: The raffle drawings will take place at 10 am break during last general session on Tuesday.

6) BREAKFASTS – MONDAY AND TUESDAY

The Monday morning breakfast will be served buffet-style in the *Kojo Kamau Ballroom* located on the 4th Floor of the hotel tower 402 starting at 6:45 am. The Tuesday morning breakfast buffet will be in the Pre-Function area of the Bellows Ballroom on the lower level of hotel tower 401 starting at 6:45 am.

7) MONDAY LUNCH

Monday lunch will be served buffet-style in the *Kojo Kamau Ballroom* located on the 4th Floor of the hotel tower 402, starting at 11:15 am. Note: lunch break is only 45 minutes.

8) MONDAY EVENING

Dinner is on your own, and an excellent opportunity to check out the *Arena and Short North Districts*. There are many great restaurants and shops within easy walking distance of the hotel. *Historic German Village* is a short seven-minute drive from the hotel. The hotel concierge can assist you if you have any questions.

9) PARKING

When you arrive, self-park in the Vine St. parking garage. Note: parking is complimentary with come-and-go privileges. Your hotel room key or Digital Key app will serve as your means to exit the garage, including on Tuesday at the conclusion of the conference. The Vine St. parking garage is directly behind the hotel tower 401. The entrance to the garage is just to the north of the hotel tower at 401 North High Street. Once you have parked your vehicle, take the garage elevator or stairs to the first floor of the parking garage. You will then walk across a short pedestrian walkway and enter the hotel on the Lower Level of the Hotel. Here you will find the Conference registration tables. Note: If you are driving a marked vehicle, you are welcome to park on the valet parking levels 3 or 4.

For local attendees who will not be staying at the Hilton, you will be issued parking vouchers for each day at the conference during registration.

10) ATTIRE

Business casual for the entire conference. Bring a sweater/jacket as room temperatures may vary.

11) WIFI

Access is complimentary throughout your stay.

12) CPT Credits

We've received Continuing Professional Training Credits for many of the educational sessions. They will be noted on the agenda. You will be required to sign in to these sessions as you come into the room.

We look forward to meeting everyone again as we welcome the many first-time attendees. We hope you find the 2024 Chiefs' In-Service & Annual Conference to be a memorable and rewarding experience!