

Please make checks payable to:

Texas Association Of Counties

P.O. Box 2711 San Antonio, TX 78299
(800) 456-5974



Meeting Confirmation

Ms. Laura Baxter

Johnson County, Personnel Assistant
2 N Main St Rm 215
Cleburne TX 76023

Member ID: 218499

Invoice Ref: 0

MEETING NAME: 2023 County Management & Risk Conference

MEETING DATE: Wednesday, March 22, 2023 through Friday, March 24, 2023

MEETING LOCATION: Kalahari Resort & Conventions
3301 Kalahari Blvd.
Round Rock, TX 78665

CONTACT US:

YOU ARE REGISTERED FOR THE FOLLOWING:

<i>Function(s)</i>	<i>Quantity</i>	<i>Rate</i>	<i>Amount</i>
TAC Pool Member In Person Registration	1	\$0.00	\$0.00
Continuing Education	1	\$0.00	\$0.00
		Total:	\$0.00

Payment: \$0.00

Balance: \$0.00

PLEASE REMIT WITH PAYMENT

Please make checks payable to: Texas Association Of Counties

Invoice Ref: 0

Balance: \$0.00

Bill To ID: 218499

Ms. Laura Baxter
Johnson County, Personnel Assistant
2 N Main St Rm 215
Cleburne TX 76023

Amount Enclosed: _____

Texas Association Of Counties
P.O. Box 2711
San Antonio, TX 78299
(800) 456-5974

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County Management & Risk Conference

March 22 - 24, 2023

(In-person or online)

Kalahari Resort & Conventions

3301 Kalahari Blvd.

Round Rock, TX 78665

Registration
(https://imis.county.org/imis/iCore/Events/Event_Display.aspx?EventKey=23CCMRC)



For more information, contact [Deanna Auert](mailto:deanna@county.org) (<mailto:deanna@county.org>) or [Megan West](mailto:meganw@county.org) (<mailto:meganw@county.org>) at (800) 456-5974.

Session names and speakers will be added as they are confirmed. Please check back for updates.

Wednesday, March 22

10 a.m.-5:15 p.m. Registration and Information Desk Hours | Registration E

Noon-1 p.m. Lunch *(provided)*

Kalahari Salon E

1-1:30 p.m. Welcome and Introductions *(in-person and live online)*

1:30-2:30 p.m. Spark Empathetic Leadership with Accountability *(in-person and live online)*
According to Gallup, 60% of people are emotionally detached at work and 19% are miserable. Leaders are the key influencers to thriving employees. The leadership skills of yesterday will not carry the day in a world where employees are managing negative emotions and burnout. As employee attrition fluctuates, and customer demands increase, forward-thinking leaders who intend to attract, activate, and advance talent are focusing on wellbeing.

To stay relevant and competitive even the most senior leaders must recognize employee well-being as the new workplace imperative. This requires reimagining how they lead themselves and their companies.

Simon will share critical strategies that equip leaders to stay relevant in every economy, whilst escalating their impact. He will share core principles for acquiring an empathic with accountability mindset. Furthermore, he will guide participants in how to be a leader for the future.

As a Certified Executive Coach, Simon's approach to Sparking Empathetic Leadership with Accountability is grounded in Caring Science – Caritas Processes. The outcomes of working with him are to preserve human dignity, and wholeness as the highest gift to self, systems, and society. Caring Science – Caritas Processes is based on the work of Simon's mentor, Dr. Jean Watson, a scholar at the University of Colorado, Boulder.

Key Takeaways:

- Connect with heart-centered intelligence based on Caring Science research
- Care by using micro-practices from best-in-class global leaders
- Coach teams to unlock innovation and productivity

Speaker: Mr. Simon T. Bailey

2:30-3:30 p.m.

Break | Kalahari Salon Foyer

3-3:30 p.m.

Video Vignette | Part 1 (in-person and live online)

In January 2021, disaster struck TAC RMP member Mason County when the historic courthouse was set ablaze and left the community without the hub of their town square. The county was faced with finding answers to hard questions and how to move forward as a county, a town, and a local community. In this first of the series of video and panel presentations you will see firsthand what happens when tragedy hits one our own.

Speakers: Mr. Michael Shannon, ARM, SCLA, Director of Risk Management Services, Texas Association of Counties

Mr. Robert Ruiz, AIC, CRM, CIC, Associate Director of Risk Management Services, Texas Association of Counties

3:30-3:45 p.m.

Break | Kalahari Salon Foyer

3:45-4:45 p.m.

CONCURRENT BREAKOUTS (in-person and live online)

Creating a Texas-Sized Culture to Retain and Attract the Best Talent

Join Dr. Jon McNaughtan for this special session on the role of leaders in developing strong work cultures that will attract and retain top talent. In this session, McNaughtan will present research and practical examples of how to develop culture and share what it can do for you.

Speaker: Dr. Jon McNaughtan, Associate Professor and Leader Coach, Texas Tech University and The Professional Development Academy

The (Cyber) Devil is in the Details – Part 1

In this "choose your own adventure" style of session, you'll help determine a county's best course of action with technology vendors, using real-world scenarios based on actual claims. This session is geared for all attendees regardless of their role within a county.

Speakers: Mr. Robert Ruiz, AIC, CRM, CIC, Associate Director of Risk Management, Texas Association of Counties

Ms. Andrea Beard, Legal Liability Claims Supervisor, Texas Association of Counties

Designing Proactive Property Maintenance Program Success Story – Comal County

Learn how to prevent or reduce personal injury and property losses by implementing proactive maintenance programs to protect your county and the public you serve. Increasing property losses have recently been compounded by higher costs for labor and materials. Proactive property maintenance programs have never been more important. Join Comal County Facilities Director Mike Boursier [Bor-see-a] and TAC Risk Control Consultant Joe Szewczyk [Chef-Check] for a discussion about the preventive maintenance programs this county effectively uses, with proven and practical ways to reduce property and personal injury losses for employees and the public. This helpful session includes best practices recommendations from the documented success of Comal County, providing insights on how counties with large or small resources can begin or enhance their property maintenance programs.

Speakers: Mr. Mike Boursier, Comal County Facilities Director

Mr. Joe Szewczyk, Risk Control Consultant, Texas Association of Counties

Not All Pools Are Created Equal

Come learn what sets TAC HEBP apart from other public entity pools. Is your pool investing in short- and long-term strategies that bring quality value to your members?

Speakers: Ms. Kathy Davenport, Employee Benefits Consultant, Texas Association of Counties

Mr. Ernesto Martinez, Employee Benefits Consultant, Texas Association of Counties

5-6:30 p.m. **Welcome Reception | Shanga Market & Outdoor Lawn**

6:30-9 p.m. **TAC Risk Management Pool Awards Banquet (by invitation only) | Kalahari A-D**

Thursday, March 23

6:30-7 a.m. **Fitness Activities (in-person only)**

7:30 a.m.-5 p.m. **Registration and Information Desk Hours | Registration E**

7:30-8:30 a.m. **Continental Breakfast | Kalahari Salon Foyer**

Kalahari Salon E

8:30-9:30 a.m. **Deep Kindness: A Revolutionary Guide for the Way We Think, Talk, and Act in Kindness**

From his experience speaking in over 600 schools and organizations and working with over 7,500 systems as co-founder of CharacterStrong, Houston will share a powerful message of Kindness. With a focus on practical tools, he will provide low-burden, high-impact stories and strategies to help improve organizational culture, interpersonal compassion, and our daily personal routines.

Speaker: Mr. Houston Kraft, Co-Founder, CharacterStrong

9:30-9:45 a.m. **Break | Kalahari Salon Foyer**

9:45-10:45 a.m. **CONCURRENT BREAKOUTS (in-person and live online)**

Workplace Violence: Can It Happen Where You Work?

The CDC defines workplace violence as an act or threat of violence, ranging from verbal abuse to physical assaults directed toward persons at work or on duty. The impact of workplace violence can range from psychological issues to physical injury, or even death. It is important we all understand behavior that could potentially create violence in the workplace and know how to respond safely to minimize risk. During this session, we will identify potential red flags and discuss the best practices to de-escalate a situation.

Speakers: Mr. Darren Jackson, Senior Law Enforcement Consultant, Texas Association of Counties

The (Cyber) Devil is in the Details – Part II

In this panel-style, interactive session, you will take a deeper dive into best practices, legal considerations and the key aspects of what should or should not be part of a technology contract. You will leave armed with what questions you should be asking when reviewing technology-related contracts.

Speakers: Mr. Robert Ruiz, AIC, CRM, CIC, Associate Director of Risk Management, Texas Association of Counties

Ms. Andrea Beard, Legal Liability Claims Supervisor, Texas Association of Counties

Ms. Katherine Howard, Associate General Counsel, Texas Association of Counties

Seven Habits of Highly Effective Risk Professionals

Effective risk managers always start with the end in mind. As a risk manager, you should be prepared to learn from the past, look into the future, be aware of the evolving risk exposures affecting your organization, and pivot as necessary to better serve your organizations. During this session, the participants will discuss best practices to help you grow as a risk manager and improve current risk management programs.

Speakers: Mr. Ernesto Galindo, Risk Management Consultant, Texas Association of Counties

Mr. Todd Kisel, AAI, ARM, Risk Management Consultant II, Texas Association of Counties

Ms. Lisa McCaig, Risk Management Consultant, Texas Association of Counties

Mr. Victor Uvalle, Risk Management Consultant II, Texas Association of Counties

Show those Pearly Whites: Discover the Surprising Connection Between Dental and Physical Health

In this session, participants will learn to:

- Identify the primary connection between dental and physical health.
- Identify at least three diseases that can be caused or exacerbated by poor dental health.
- Identify at least two strategies people can use to significantly improve their dental health.

Speaker: Mr. Mark Zollitsch, M.Ed., Wellness Consultant, Texas Association of Counties

10:45-11 a.m.

Break | Kalahari Salon Foyer

11 a.m.-noon

CONCURRENT BREAKOUTS (in-person and live online)

Not Another FMLA Session, This is the Real Deal

The Family Medical Leave Act can be cumbersome, but it is still a federal law that we must follow. Each situation may be different, creating confusion, not to mention the liability. During this session, we will talk about various regulations interpreting the law and see what the courts have to say about FMLA. Attendees will learn practical steps when dealing with FMLA and best practices to reduce the county's liability.

Speaker: Mr. David Iglesias, Attorney, Iglesias Law Firm, PLLC

Critical Issues in Workers' Compensation

This session provides information about how workers' compensation benefits can create unintended consequences for human resource management of return-to-work and light-duty programs and an update on legislative activity. It also allows attendees to participate in an open discussion about the workers' compensation process.

Speaker: Ms. Helana Barmore, Casualty Claims Supervisor, Texas Association of Counties

Emerging Risks in County Government: A Risk Management Perspective

From an aging infrastructure and rapid growth to cyberattacks and increased legislation and litigation, Texas counties are seeing new and increased risk exposures every year. A heightened awareness of the public about how local government is being managed requires counties to stay on top of current and future trends. In this session we will talk about what the TAC Risk Management Pool is seeing as current and future risks to our members.

Speakers: Mr. Michael Shannon, Director of Risk Management Services, Texas Association of Counties

Mr. Robert Ruiz, Associate Director of Risk Management Services, Texas Association of Counties

Ms. Kelly Flores, CISR, Underwriter & Member Services Manager, Texas Association of Counties

Not All Pools Are Created Equal

Come learn what sets TAC HEBP apart from other public entity pools. Is your pool investing in short- and long-term strategies that bring quality value to your members?

Speakers: Ms. Kathy Davenport, Employee Benefits Consultant, Texas Association of Counties

Mr. Ernesto Martinez, Employee Benefits Consultant, Texas Association of Counties

Noon-1 p.m.

Lunch (provided) | Kalahari Salon E A-D

1-2 p.m.

CONCURRENT BREAKOUTS (in-person and live online)

Overtime Alternatives for Law Enforcement Officers and Fire Fighters

The Fair Labor Standards Act (FLSA) requires overtime payment for all hours worked over 40 every seven days. In a nutshell, the FLSA's §207(k) partial exemption allows public agency law enforcement and firefighters to avoid the traditional FLSA overtime requirement. During this session, we will discuss the calculation of overtime rates pursuant to FLSA's §207(k). Attendees will learn what this exemption means, how it may be implemented, its common variations, and how to correct overtime pay rates, if necessary.

Speaker: Mr. Kevin Cole, Attorney at Law, Cole Law Firm

The Hail and Clouds Are Big and Scary ... Deep in the Heart of Texas

In 2020, 1.5 million properties were affected by hail in Texas (Verisk's 2021 report, "The Hail Hazard and Its Impact on Property Insurance"). Join us to discuss how hail and convective storms are affecting coverage, deductibles and rates in the current market.

Speakers: Mr. Brett Anderson, Property Program Supervisor, Texas Association of Counties

Ms. Kelly Flores, CISR, Underwriter & Member Services Manager, Texas Association of Counties

Under Watch: Handling Media Scrutiny During a Crisis

As with any public entity, counties are often faced with challenging questions from the media on issues ranging from policy and personnel decisions to disasters and liability cases. Navigating these questions and formal information requests – often on tight deadlines without proper preparation – can exacerbate problems, leading to embarrassing consequences. Join TAC's communication experts – including former journalists, an attorney and public relations strategist – to learn how to handle the media's scrutiny.

*Speakers: Ms. Julie Chang, Communications Specialist, Texas Association of Counties
Mr. Gene Acuña, Director of Communications Services, Texas Association of Counties
Mr. Drew Williams, Associate General Counsel, Texas Association of Counties*

What's the Big Deal? What is Wellness Anyway?

The Health and Employee Benefits Pool (HEBP) has a unique structure designed with regional wellness consultants. These consultants lead a very comprehensive and results-oriented Healthy County wellness program for members. Attendees will learn why TAC has regional wellness consultants, what employee absenteeism is, details on wellness incentives programs and why groups with special incentive plans benefit from incentivizing employees. Employees range in motivation from intrinsic to extrinsic need, so understanding those needs within your specific population makes all the difference with TAC HEBP.

Speaker: Ms. Shameria Davis, MPH, CPM, HC, CPT, Wellness Consultant, Texas Association of Counties

2-2:30 p.m.

Break – Walk & Talk | Kalahari Salon Foyer

2:30-3:30 p.m.

CONCURRENT BREAKOUTS (in-person and live online)

Trends in Employment Law

Employment law is ever changing; you do not have to be an attorney to learn something in this session. We will discuss several hot topics that may affect human resources and/or counties. We will talk about what we are seeing in courts and what we should be prepared for.

Speaker: Mr. Eric Magee, Partner, Allison, Bass & Magee, LLP

Take Control of Risk Through Accurate Property Appraisals

Fueled by inflation, supply chain delays, increased construction and the rising cost of labor, risk managers face growing dilemmas on how to account for these factors and retain thorough coverage. In this session, AssetWorks valuation experts Greg Friz and Amanda Trueman discuss how accurate, detail-oriented property appraisals position the TAC Risk Management Pool to account for fluctuations in values and maintain a comprehensive platform of all insured property. This helps ensure thorough property coverage today and confident valuation trending tomorrow.

*Speakers: Mr. Greg Friz, Director, AssetWorks Risk Management Inc
Ms. Amanda Trueman, Director of Appraisal Services, AssetWorks Risk Management Inc*

Pool Coordinator Guide to TAC Risk Management Pool

Pool coordinators play a crucial role for the TAC Risk Management Pool. This session will provide valuable information to assist the coordinator to be successful working with TAC Risk Management Pool coverages Liability, Property and/or Workers' Compensation coverage.

*Speakers: Ms. Lisa McCaig, Risk Management Consultant, Texas Association of Counties
Mr. Victor Uvalle, Risk Management Consultant II, Texas Association of Counties
Ms. Lucia Espinoza, Underwriter, Texas Association of Counties*

Smoothie Power: A Simple, Delicious Routine to Change Your Life and Help Protect Your Health

Have you ever wondered how you can use nutrition to help protect yourself against cancer, COVID, heart disease, diabetes and many inflammatory diseases? One way to increase your protection is by consuming more fruit and vegetables, which are important to help reduce the severity and occurrence of many conditions and diseases. Unfortunately, the average Texan gets far fewer servings of fruits and vegetables than is recommended. This puts many of us at a serious disadvantage. Come discover an easy way to flip that into an advantage in this session, even if you or a loved one hates vegetables!

In this session, participants will learn:

- How valuable fruit and vegetables are in our health journey.
- How fruit and vegetable consumption can help protect against and fight many diseases.
- An easy way to increase fruit and vegetable intake, using our Power Smoothie Matrix and whatever ingredients you have on hand.
- How to make some delicious smoothies that will increase your fruit and vegetable intake, including a sample of each.

Speaker: Ms. Ashley Cureton, M.Ed., CHES, HSMI, Wellness Consultant, Texas Association of Counties

3:30-3:45 p.m.

Break | Kalahari Salon Foyer

3:45-4:45 p.m.

CONCURRENT BREAKOUTS *(in-person and live online)*

Human Resources Round Table

Here is your chance to discuss human resource issues with peers and TAC human resources consultants. In this general session, the speakers will cover timely HR topics, developments and best practices. In addition, shared knowledge may help solve some common challenges facing your county. This roundtable session allows for open discussion on current HR issues and provides networking opportunities.

*Speakers: Ms. Cheraun Blankenship, HR Consultant, Texas Association of Counties
Ms. Lorie Floyd, HR Consultant, Texas Association of Counties
Ms. Halie Bever, HR Consultant, Texas Association of Counties
Ms. Rita Fyffe, HR Consultant, Texas Association of Counties*

Understanding Legal Liability Claims: It's Not a Matter of If, But When
Join the Legal Liability Claims team for a panel conversation on regional trends in Texas, issues they face adjusting complex claims, and tips for counties to be prepared for lawsuits that trigger Law Enforcement and Public Official Liability coverages.

*Speakers: Ms. Andrea Beard, Legal Liability Claims Supervisor, Texas Association of Counties
Ms. Misty Maisel, AIC, PCLS, Claims Litigation Examiner, Texas Association of Counties
Mr. Joe Copeland, Claims Litigation Examiner, Texas Association of Counties
Ms. Mary Briseno, CPCU, AIC, AINS, Claims Litigation Examiner, Texas Association of Counties*

Risk Control Round Table

Bring your questions and share your knowledge during this roundtable discussion. TAC's Risk Control Consultants will help field topics and issues facing all counties. This session allows for open dialogue and networking opportunities.

*Speakers: Mr. Joe Szewcyk, Risk Control Consultant, Texas Association of Counties
Mr. Isaac Garcia, Risk Control Consultant, Texas Association of Counties
Mr. Larry Boccaccio, CRM, Risk Control Consultant, Texas Association of Counties*

NEW! Section 125 Administration: Get to Know WEX

TAC HEBP is now partnering with WEX to offer and support efficient and comprehensive benefit offerings. Attendees will discover the advantages to a Cafeteria Plan. In this session, participants will learn about:

- Premium Only Plan Administration
- Flexible Spending Accounts – Medical and Dependent Care
- Health Savings Accounts
- Health Reimbursement Accounts

Speaker: Ms. Clarissa Martinez, Employee Benefits Consultant, Texas Association of Counties

6-8:30 p.m.

Evening Event (*dinner provided*)

Friday, March 24

7:30-noon

Registration and Information Desk Hours | Registration E

7:30-8:30 a.m.

Continental Breakfast | Kalahari Salon Foyer

Kalahari Salon E

8:30-9:30 a.m.

Prove What's Possible

Change can be difficult; it is a process, not an event. In these unprecedented times, we have all experienced change, uncertainty, and the unexpected. When change chose her, Ms. Valentine transformed adversity into success, and obstacles into opportunities. Her message reminds us that we have the power to choose our mindset and thrive in challenging times. As we move forward and navigate the complex landscape of our "new normal", her message is a roadmap for cultivating our resilience, our courage, and our commitment to proving what's possible.

Speaker: Ms. Merlyna Valentine, Merlyna Valentine Consulting, LLC

9:30-10 a.m.

Break | Kalahari Salon Foyer

10-11:30 a.m.

Video Vignette | Part 2 (in-person and live online)

In this final presentation, a guest panel of speakers will discuss the Mason County Courthouse fire, the importance of rebuilding, and how recovery can heal a community.

Speakers: Hon. Sheree Hardin, Mason County Judge

Hon. Jerry Bearden, Retired Mason County Judge

Mr. David Stauch, CPM

Mrs. Jennifer Kolbasinski, CAE, Operations Manager, Risk Management Services, Texas Association of Counties

11:30 a.m.

Adjourn

Note: Agenda is subject to change.

Registration
(https://imis.county.org/imis/iCore/Events/Event_Display.aspx?EventKey=23CCMRC)

Randy K. Gillespie

From: Kalahari Resort and Convention Center - Round Rock <info@cvent.com>
Sent: Tuesday, January 17, 2023 2:25 PM
To: Purchasing
Subject: Kalahari Resort and Convention Center - Round Rock Reservation Confirmation

* External sender - use caution with links or attachments *

RESERVATION CONFIRMATION



Kalahari.
RESORTS &
CONVENTIONS
ROUND ROCK, TX

2023 CMRC County Management and Risk Conference ~ Mar 21, 2023 - Mar 24, 2023 ~ TX Kalahari Resorts and Conventions

Dear RANDY GILLESPIE,

We are pleased to we have received your information for your reservation at the TX Kalahari Resorts and Conventions. Our team is looking forward to your arrival as part of the 2023 CMRC County Management and Risk Conference. Please note, your reservation confirmation email will be sent within the next 48 hours.

Should your travel plans change and you need to make changes to your reservations, please [click here](#) or call 1-877-525-2427.

We look forward to welcoming you to the TX Kalahari Resorts and Conventions.

- The Staff of the TX Kalahari Resorts and Conventions

[Reservation Details](#)

Online Confirmation:	MGGRNKGA			
Date Booked:	Jan 17, 2023			
Reservation Name:	RANDY GILLESPIE			
Arrival Date:	Mar 22, 2023			
Departure Date:	Mar 24, 2023			
Room Type:	Double Queen Sofa			
Number of Rooms:	1			
Number of Guests:	1			
Night by Night Rate:	Date	Guest(s)	Status	Rate
	Mar 22, 2023	1	Confirmed	174.00
	Mar 23, 2023	1	Confirmed	174.00
	Additional Guest Rate			
	Second Guest	0.00		
	Third Guest	0.00		
Fourth Guest	0.00			
Fifth Guest	50.00			
Total Charge:	348.00			
Tax Disclosure:	Please note the following taxes are not included into rates: <ul style="list-style-type: none"> • 6% State Tax Per Night. • 9% City Tax Per Night. 			
Add-Ons:				
Cancel Policy:	Reservations canceled 72 hours or more prior to the date of arrival receive a refund of the deposit, minus a \$25 cancellation fee. Reservations canceled within 72 hours of the date of arrival forfeit the entire deposit of the first night's room and tax.			

Randy K. Gillespie

From: Kalahari Resort and Convention Center - Round Rock <info@cvent.com>
Sent: Tuesday, January 17, 2023 2:28 PM
To: Purchasing
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RESERVATION CONFIRMATION



Kalahari.
RESORTS &
CONVENTIONS
ROUND ROCK, TX

2023 CMRC County Management and Risk Conference ~ Mar 21, 2023 - Mar 24, 2023 ~ TX Kalahari Resorts and Conventions

Dear LAURA BAXTER,

We are pleased to we have received your information for your reservation at the TX Kalahari Resorts and Conventions. Our team is looking forward to your arrival as part of the 2023 CMRC County Management and Risk Conference. Please note, your reservation confirmation email will be sent within the next 48 hours.

Should your travel plans change and you need to make changes to your reservations, please [click here](#) or call 1-877-525-2427.

We look forward to welcoming you to the TX Kalahari Resorts and Conventions.

- The Staff of the TX Kalahari Resorts and Conventions

[Reservation Details](#)

Online Confirmation:	APGIGWUH			
Date Booked:	Jan 17, 2023			
Reservation Name:	LAURA BAXTER			
Arrival Date:	Mar 22, 2023			
Departure Date:	Mar 24, 2023			
Room Type:	Double Queen Sofa			
Number of Rooms:	1			
Number of Guests:	1			
Night by Night Rate:	Date	Guest(s)	Status	Rate
	Mar 22, 2023	1	Confirmed	174.00
	Mar 23, 2023	1	Confirmed	174.00
	Additional Guest Rate			
	Second Guest	0.00		
	Third Guest	0.00		
	Fourth Guest	0.00		
	Fifth Guest	50.00		
Total Charge:	348.00			
Tax Disclosure:	Please note the following taxes are not included into rates:			
	<ul style="list-style-type: none"> • 6% State Tax Per Night. • 9% City Tax Per Night. 			
Add-Ons:				
Cancel Policy:	Reservations canceled 72 hours or more prior to the date of arrival receive a refund of the deposit, minus a \$25 cancellation fee. Reservations canceled within 72 hours of the date of arrival forfeit the entire deposit of the first night's room and tax.			