American Legion, Department of Florida
97th Annual Department Convention
Renaissance SeaWorld Orlando | June 25th-28th, 2015

PROPOSED AGENDA AS OF 6.9.15 | SUBJECT TO CHANGE

----------Thursday, June 25th----------

7:45am - 5:00pm
Headquarters Office Open
Crystal AB
Main office for Dept. of Florida. Emblem Sales, Programs Information, Membership Cards, Banquet Tickets, History Book Display Judging, ALR Information Table. Office will be closed from 11:00am-12:00pm.

7:45am - 5:00pm
Legion Registration Open
Crystal Reg Desk
Mandatory for each Post and must be done before voting begins. See rules regarding registration for more information.

8:00am - 4:00pm
COURSE FULL Service Officer School
Discovery
This is a two-day, informative VA&R class that covers all veteran benefits. Certification and business cards provided upon completion. Attendance required both days. Pre-Registration required. Call Elizabeth Douglas at 407.295.2631 ext 235 for more information.

9:00am – 10:00am
Project: Vetrelief Advocate Training
Fantail
Interested in being a PROJECT: VetRelief Advocate? During this class you will learn about the program and services of the organization, and learn best practices when facilitating casework. Open to all Legionnaires. 75 seats available.

10:15am – 11:15am
Project: Vet Relief Fundraising Class
Fantail
Learn the Five Keys to Successful Fundraising. During this class, Legionnaires will be able to collaboratively plan a Fundraising Event for their Post. Open to all Legionnaires. 75 seats available.

1:00pm - 5:30pm
Legion Institute Course
Anemone
A course of study giving every member of the Legion Family the opportunity to learn and discover the rich history, programs, policies, developments, positions and future goals of our organization. Graduates receive a cap patch and a certificate. This course also serves as a handy reference set on the workings of the Legion. Pre-registration required. Contact Vanesa at 407.295.2631, ext 232. 50 seats available. Instructed by Mr. Tom Gora

1:00pm – 3:00pm
Food Handlers Class
Palani
This course will be under the instruction of Mr. Andy Anderson from Post 71. The Food Handler course is intended to provide certification to those in attendance on food safety training for your Post. The course will cover key areas including Basic Food Safety, Personal Hygiene, Cross-contamination & Allergens, Time & Temperature, as well as Cleaning & Sanitation. 100 seats available.
Thursday Cont. June 25th

1:00pm - 2:00pm  Historians Association Meeting/Training  Mako
Open to all past and present Historians, Post and District level. This meeting will review criteria for history book judging and host an open forum for new ideas and activities. 50 seats available. Instructed by Shelli Romeu

1:00pm - 2:00pm  Dept Finance Committee Meeting  Odyssey
Open to all Legionnaires. This meeting will provide a review of the Department’s finances during the past year and address financial issues as needed. 200 seats available.

1:00pm - 2:00pm  SGT @ ARMS TRAINING (Instructed by Bill Hoppner)  Crystal CDE

2:00pm - 3:00pm  Chaplains’ Training (Instructed by Steve Newman)  Mako
50 seats available

2:30pm – 4:00pm  Internal Affairs Commission  Atlantis
This meeting will cover reports from the committees that come under the Internal Affairs umbrella. Resolutions, Constitution and By-Laws, Disaster Preparedness, POW/MIA Committee, Membership Committee and Legion Riders are strongly encouraged to attend. Each Post is allowed to send one delegate to the Internal Affairs Convention Meeting, which means each Post gets one vote, on the matters that will be decided. All voting members must have a ribbon in order to vote, which can be picked up at registration. 200 seats available.

3:00pm - 5:00pm  Legion Riders Chairman Meeting  Mako

4:00pm - 5:00pm  Dept. Executive Committee Meeting  Odyssey
Open to all Legionnaires. Strongly recommended for Department Executive Committee members. This meeting will cover current Post matters, budget approval and general Department announcements. *Please note only Executive Committee Members are allowed to address the Committee. 150 seats available.

5:00pm - 7:00pm  Color Guard Competition  Crystal CDE
All Legion Family members are encouraged to attend and cheer along participating Posts. Additional details on Post’s who are participating will be provided in the near future.

7:00pm - 8:30pm  2015 Convention Kick-Off Event  Oceans Reception Foyer
American Legion Family Event hosted by Project:VetRelief! Come enjoy a free concert by the Orlando Concert Band! Listen to your favorite pep tunes; socialize with other Posts, Units and Squadrons while enjoying complimentary appetizers and drinks. (While they last!)
7:45am - 5:00pm  Headquarters Office Open  Crystal AB
Main office for Dept. of Florida. Emblem Sales, Programs Information, Membership Cards, Banquet Tickets, History Book Display Judging. Office will be closed from 11:00am-12:00pm.

7:45am - 5:00pm  Legion Registration Open  Crystal Reg Desk
Mandatory for each Post and must be done before voting begins. See rules regarding registration for more information.

8:00am - 6:00pm  Legion Riders District & General Meeting  Coral ABC
General Meeting is open to the American Legion Family Members: AL/SAL/AUX/ALR. This assembly will cover District Reports, ALR Delegate Roll Call, Legacy Fund Check Presentation, Department SOPs, Charters, EOY Reports, Awards, Florida In-State Legacy Run, 2015 National Legacy Run plans, 2015 - 2016 Goals. 300 seats available.

8:00am - 3:00pm  COURSE FULL Service Officer School (Day 2) COURSE FULL  Discovery
This is the second day of the two-day informative VA&R class that covers all veteran benefits. Certification and business card provided upon completion. Attendance required both days. Pre-Registration required. Call Elizabeth Douglas at 407.295.2631 ext 235 for more information.

7:45am - 1:00pm  Legion General Session  Crystal CDE
Call to Order
Introduction of Past Department Commanders
Presentation of Colors by Post 331 Honor Guard National Champions
National Anthem sung by Andrea Smith
Invocation/In Memoriam
Place POW/MIA flag
Pledge of Allegiance
Preamble
Credentials Report

Introduction of Distinguished Guests
The American Legion National Vice Commander – Richard W. Neville
National Assistant Legislative Director – Jeff Steele

Department Area Commander’s Report
Central Area
Eastern Area
Northern Area
Southern Area
Southwestern Area
Western Area
Department Officer Reports & Awards
Department Sgt-at-Arms Award
Department Chaplain Award
National Executive Committeeman
Department 3rd Vice Commander
Department 2nd Vice Commander
Department 1st Vice Commander

Department Commander’s Report

Membership
Membership Awards

Commission & Committee Reports and Awards
VA National Cemetery
Baseball
Children & Youth Commission
Americanism Commission
Boy Scout Award
School Medal Award
Special Olympics Award
JROTC/Shooting Sports
Blood Donor Award
Legion Riders
Boys State
Children & Youth Fund
Legislative
Project: VetRelief

Department Candidates Call
Only candidates with endorsements on file at Department will be allowed to address the delegation.

12:30pm Conclusion of 1st General Session. Any remaining awards/reports will resume at the start of Saturdays Session.

12:30pm - 2:00pm Past Department Commanders’ Luncheon
Attendance is by invitation only.

1:00pm - 2:00pm Immigration/Naturalization Seminar
Florida is the third largest population of veterans in the Nation and many are foreign born who have not naturalized for whatever reason. The seminar is a comprehensive and informative presentation designed to arouse interest among eligible veterans, friends and families as well as the community on how to begin and complete the citizen naturalization requirements. A guest veteran, Mr. Mario Hernandez, is sharing his experiences leading up to and becoming naturalized. Renowned immigration law attorney, Elizabeth Ricci, Esq., of the law firm, Rambano & Ricci, PLLC, Tallahassee, is presenting a Power Point focusing on current USICS laws and procedures and open the seminar to questions. The seminar is open to all veterans. Membership in The American legion is not a requirement to attend. Non-Veterans may attend if space is available. 50 seats available.
2:00pm - 3:00pm  Caucuses
Mandatory for District and Area Commanders. Open to all Legionnaires. Meeting is held by the current Area Commander. This meeting will cover end of the year reports and the election of new Area Commanders. *Must be a member of the Area to vote.

2:00pm – 3:00pm  Central Area  Labrib AB
2:00pm – 3:00pm  Eastern Area  Fantail
2:00pm – 3:00pm  Northern Area  Atlantis
2:00pm – 3:00pm  Southern Area  Nomeus
2:00pm – 3:00pm  Southwestern Area  Damselfish
2:00pm – 3:00pm  Western Area  Anemone

3:00pm - 4:00pm  Legislative Training Session  Tarpon
All veterans receive their benefits from Legislation and Congress. However, these two governing bodies can also revoke benefits if necessary. We need your help in seeing to it that we keep and improve our benefits. Ian DePlanque, Director of Legislation at the National Washington, D.C. office, will conduct this training session. 50 seats available. Instructed by Stanley Gold

3:00pm - 4:30pm  Social Media Training  Damselfish
This training class will show how to setup a page or group on Facebook. The Florida American Legion currently has an 86% presence on Facebook, this class is geared toward the remaining 14% of Districts and Posts that DO NOT yet have a presence on Facebook. - 100 seats available. Instructed by Roy Havekost

3:00pm – 4:30pm  2016 Membership/Adjutant Class  Odyssey
This course will be offered under the instruction of the Department 1st Vice Commander and Department Membership Chairman. - 100 seats available. Instructed by Jerry Brandt and Jim Ramos

3:30pm – 4:30pm  Project: Vetrelief Advocate Training  Fantail
Interested in being a PROJECT: VetRelief Advocate? During this class you will learn about the program and services of the organization, and learn best practices when facilitating casework. Open to all Legionnaires. 75 seats available.

4:45pm – 5:45pm  Project: Vet Relief Fundraising Class  Fantail
Learn the Five Keys to Successful Fundraising. During this class, Legionnaires will be able to collaboratively plan a Fundraising Event for their Post. Open to all Legionnaires. 75 seats available.

4:30pm – 6:00pm  Commanders Class  Odyssey
This course will be offered under the instruction of the Department 1st Vice Commander - 100 seats available.

4:30pm - 5:30pm  Division of Alcoholic Beverages and Tobacco  Palani AB
This course will provide an overview on the ABC Agency (Alcohol Beverage Control). Major Sabrina Maxwell will review the alcohol and beverage laws in the state of Florida. Other topics of discussion will include licensing requirements/issues, application process, enforcement rules and more. Questions welcome! 100 seats available.
Friday Cont. June 26th

4:30pm - 5:15pm The American Legion Centennial Program Anemone
This session will discuss The 100th American Legion National Convention in 2018 which will kick off a 15-month commemoration to honor the organization’s first century of service and propel it into the second. Minneapolis, home of the 1st American Legion National Convention in 1919, and will serve as host city of the 100th National Convention Aug. 24-30, 2018. Centennial events and activities will be conducted at the National, Department and Post levels through the 101st National Convention in Indianapolis Aug. 23-29, 2019, and will culminate on Veterans Day 2019. All members of the Legion Family are encouraged to attend this session for more information on participating and initiating the program at all levels. Instructed by Shelli Romeu

4:30pm - 5:00pm FALPA EXEC BOARD ONLY Damselfish
5:00pm - 6:00pm FALPA General Meeting Damselfish
Florida American Legion Press Association meeting. Officers and members expected to attend; open to all Legionnaires, Auxiliary and SAL members. Become a member and gain your membership card/press pass. This meeting will review tips/advice on creating and updating Post bulletins and newsletters. 100 seats available.

5:00pm – 6:00pm 20/4 Bivouac Echelon 30 Labrid A
5:00pm – 6:00pm 20/4 Bivouac Echelon 5 Labrid B
Honor Society of female members of the American Legion. Female members of the Legion are encouraged to attend and learn the benefits of becoming involved with this group.

6:30pm - 10:30pm Commander’s & President’s “Taste of Italy” Banquet Discovery
Bella serata! Enjoy a fun filled evening with your Department Commander and Auxiliary President as they award best dressed wise guy and wise gal a prize. Attendees will enjoy delicious food and great entertainment. Check the convention section of our website for a detailed flyer in the near future. Ticket prices TBD. Pre-Registration Required. Tickets will not be sold on site. Only 200 tickets available.

---------Saturday, June 27th---------

7:45am - 6:00pm Headquarters Office Open Crystal AB
Main office for Dept. of Florida. Emblem Sales, Programs Information, Membership Cards, History Book Display Judging, ALR Information Table. Office will be closed from 10am-11am for lunch and again at noon for voting.

**Office hours will be extended one extra hour. Office will be closed on Sunday, June 28th**

7:45am - 9:30am Legion Registration Open Crystal Reg Desk
Last and final chance to register your Post before voting takes place at General Session. Each Post must register their delegates in order to vote.

7:45am - 3:00pm Legion General Session Crystal CDE
Headquarters Office will be closed from 10:00am-11:00am and will be closed again for elections.

Introduction of Past Department Commanders
Introduction of Auxiliary & SAL Officers
Distinguished Guest
Past National Commander - Tom Boch
Susan G. Komen of Central Florida – Gina Kravitz
Director of North Florida/South Georgia VA Health System – Thomas Wisnieski
Florida Congressman - Jeff Miller
Florida House Representative - Jimmie T. Smith

Introduction of Youth Champions
Oratorical Winner
Eagle Scout of the Year
Cadet of the Year
Shooting Sports Champion
Teacher of the Year
General/CVSOA Scholarship Winner
Introduction of the 2014 Boys State Governor
Boys State Report

Commission & Committee Reports and Awards
Susan G. Komen and Commission Donations
VA & R Commission
Unsung Hero Award
Law & Order Award
Historian Award
Special Rules
Constitution & By-Laws
Internal Affairs
Resolutions
Finance Committee
Social Media
Homeless Veterans

Continuation of Awards Presentation
Post Excellence Awards
District and Area Commander Award
Department Adjutant Award
Wilson Timmons Memorial Award
Legionnaire of the Year Award
Final Report of Special Rules Committee

Raffle Drawing

11:00am – 12:00pm    LUNCH BREAK

12:00pm    Headquarters office closed during elections.                  Crystal CDE

Special Order of Business | Credentials | Election of Officers 2015-2016 | Presentation to outgoing Commander | Announcements | Presentation of Colors
*DUE TO AMOUNT OF NOMINEES CLASSES MAY BE DELAYED *
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>3:00pm - 5:30pm</td>
<td>Post Operations</td>
<td>Crystal CDE</td>
</tr>
<tr>
<td></td>
<td>This joint course will cover details pertaining to membership development as well as the duties associated with the office of Area and District Commanders. It is highly recommended that all Area and District Commanders attend this course under the instruction of Tom Gora. 150 seats available.</td>
<td></td>
</tr>
<tr>
<td>3:00pm - 4:00pm</td>
<td>Finance Officer / IRS 990 Rules</td>
<td>Odyssey</td>
</tr>
<tr>
<td></td>
<td>This course is under the instruction of Warren Post. 150 seats available</td>
<td></td>
</tr>
<tr>
<td>4:00pm – 5:00pm</td>
<td>JA Training</td>
<td>Odyssey</td>
</tr>
<tr>
<td></td>
<td>This course is under the instruction of Mike Addis. 150 seats available</td>
<td></td>
</tr>
<tr>
<td>6:30pm - 7:30pm</td>
<td>Installation of Officers</td>
<td>Crystal CDE</td>
</tr>
<tr>
<td>7:30pm - 8:30pm</td>
<td>Complimentary Installation Reception</td>
<td>Coral ABC</td>
</tr>
<tr>
<td></td>
<td>Congratulations to our newly installed American Legion Officers. This reception is for you! Please invite your family and guests to share in this special evening with you.</td>
<td></td>
</tr>
</tbody>
</table>

**Sunday, June 28th**

**Legion Headquarters Office Closed**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:30am - 9:00am</td>
<td>Religious Service</td>
<td>Oceans 5-8</td>
</tr>
<tr>
<td></td>
<td>Presented by the American Legion Family</td>
<td></td>
</tr>
<tr>
<td>9:00am - 11:00am</td>
<td>Department Executive Committee Meeting</td>
<td>Crystal E</td>
</tr>
<tr>
<td></td>
<td>First official Department Executive Committee meeting after the installation of officers. All newly elected and existing Executive Committee Officers are required to attend. This meeting will cover important dates and upcoming Department of Florida events throughout the year.</td>
<td></td>
</tr>
<tr>
<td>11:00am – 12:00pm</td>
<td>Project: Vet Relief (Item Order Opportunity)</td>
<td>Crystal E</td>
</tr>
</tbody>
</table>

-END OF CONVENTION-