



It's time for the 2026 CODA Legislative Conference!

REGISTER ONLINE! WWW.OKCODA.COM

FEBRUARY 3rd, 4th, AND 5th, 2026

**EMBASSY SUITES HOTEL & CONFERENCE CENTER
2501 Conference Drive, Norman, OK, 73069, 405.364.8040**

HOTEL INFORMATION:

HOST HOTEL RESERVATIONS (PLEASE READ TO END): EMBASSY SUITES HOTEL

- ROOM RATES ARE \$110/NIGHT – SINGLE/DOUBLE OCCUPANCY.
- Reservations can be completed **by calling the hotel at 405.364.8040 or the link on the CODA Website**. Please reference group code: **C52**
- POs, Credit Card Authorizations (for P-Cards), and/or Tax-Exempt Certificates must be faxed directly to the group sales office at **405.253.3550 OR emailed to pam.gentry@atriumhospitality.com** and must include the reservation confirmation number. **POs MUST BE RECEIVED BY 1/26/2026! If you do not remit your information by this date your room is not guaranteed.**
- **IF YOU ARE USING A P-CARD:** The hotel will need a copy of the P-card, tax exempt form, and a credit card authorization form on file. The authorization form is needed if you do not have the card with you at check in. It must be filed electronically using a secure link sent from the hotel. After you make your reservation please contact Pam Gentry (pam.gentry@atriumhospitality.com) or the front desk to request a form.
- All attendees have until **1/12/2026** to make their reservations at the group rate. Once this date has passed OR the block is full, the discounted rate will not be available, and attendees will receive the best available rate at that time. Due to the extremely high cancellation rate in the past, each attendee will only be allowed to book two room reservations in their own name.
- Also, **you will be required to provide credit card information during the reservation process**. This information may be used by the hotel to charge your credit card in the event you do not attend and do not cancel your rooms one week prior to the conference. **You will also be required to provide a credit card at check-in**. It may have a hold of up to \$50/day placed on it for incidentals. This is hotel policy and non-negotiable. We do understand that this may be an inconvenience for some of you, unfortunately there is no other alternative.

OVERFLOW HOTEL RESERVATIONS CAN BE MADE AT:

HAMPTON INN (Must use a credit card to guarantee the reservation. They are no longer able to accept a PO as a reservation request. You must make the reservation before sending in the PO)

BOOKING LINK ON CODA WEBSITE!!!

2300 CONFERENCE DRIVE, NORMAN, OK 73069

ROOM RATE \$110/NIGHT

PHONE: 405-310-3014

EMAIL PO'S & TAX INFO TO: ouncc.dk@hilton.com

OR FAX: 405-310-3074

REFERENCE: CODA Admin

CUT OFF DATE: 1/19/2026

RESIDENCE INN (P-Card/Credit Card Only. Must remit authorization form to hotel)

BOOKING LINK ON CODA WEBSITE!!!

2400 CONFERENCE DRIVE, NORMAN, OK 73069

ROOM RATE \$110/NIGHT

CUT OFF DATE: 1/5/2026

HILTON GARDEN INN (PO accepted)

700 COPPERFIELD DR, NORMAN, OK 73072

ROOM RATE: \$110/NIGHT

PHONE: 405-579-0100

EMAIL PO'S & TAX INFO TO: hginorman@gmail.com

OR FAX: 405-579-1414

REFERENCE: CODA Admin and/or Code COE

CUT OFF DATE: 1/21/2026



2026 LEGISLATIVE CONFERENCE TRAINING OPPORTUNITIES:

- Workshops will run concurrently on Wednesday February 4th, 9am-12pm, so please register for only one!
- Register on the CODA website online registration OR complete the form attached to the packet and return. **YOU MUST REGISTER FOR THE ENTIRE CONFERENCE TO ATTEND A WORKSHOP!**

What Kind of Working Genius Are You? (limit 100 participants)

Nate McCalla, Founder & Certified Guide, Alabaster Advisors

Do you want a tool and resource to help you better connect with those around you? Would you like to take your team's performance to the next level? The Working Genius helps us identify the type of work that brings us joy and fulfillment, while shedding light on how to help others find the same joy in their work. This simple tool can be the difference for you and your team. Join Nate for a fun discussion plus walk away with your personal Working Genius assessment.

From Chaos to Collaboration: Smarter County Budgeting

Jean Hinkle & Brad Raven; OSU-CTP

This workshop guides participants through the roles and responsibilities of each county office in the budgeting process. Attendees will learn how coordinated communication and shared goals lead to a more effective, efficient, and impactful county budget.

Purchase Card (P-card) Training

Majenta Harper & Sunilyn (Suni) Hertt; OSU-CTP

The purchase card training prepares the purchase cardholder to use the purchase card in a responsible and accountable manner through examining the laws, rules, and policies and procedures within the purchase card program. The roles and responsibilities of state agencies, contract holder and county employees are identified as well as the process required to participate in the purchase card program. The steps in a typical purchase card transaction are traced including the forms that are used. The methods of purchase, purchase card limits, and other key elements related to cardholder purchases are described with actual examples.

CONFERENCE EVENTS:

WAKE UP WEDNESDAY LEGISLATIVE BREAKFAST: We will again be partnering with ACCO and co-sponsor the Wake Up Wednesday Legislative Breakfast! This is a wonderful opportunity for one-on-one communication with your legislators. Please contact your Senator and Representative and invite them to join you for breakfast at the ACCO building from 7-9am on Wednesday, February 4th, 2026.

CAPITOL DAY: We encourage those not attending a class to visit the Capitol on Wednesday morning and meet with your legislators. We will not have a meeting room at the Capitol or host transportation this year.

BINGO: We are playing Bingo on TUESDAY evening. Same great cash prizes!

PRESIDENT'S RECEPTION: Please make plans to join us on Wednesday evening for food, fun and **DUELING PIANOS**! This will be an absolute blast so be sure to RSVP on your registration form!!!

Contact Melissa Kueter 405.816.7484 or okcoda@gmail.com with conference questions.

Don't forget to bring a door prize! SEE YOU AT THE CONFERENCE!



Registration Form
County Officers & Deputies Association of Oklahoma
2026 Legislative Conference
February 3rd, 4th & 5th, 2026
Embassy Suites Hotel & Conference Center
2501 Conference Drive, Norman, OK 73069

REGISTER ONLINE! GO TO OKCODA.COM

Early Registration Deadline: postmarked by **January 19th, 2026 (WALK UP REGISTRATION ONLY AFTER 1/26/26)**
Registrations are **NON-Refundable** after January 19th, 2026 (This **INCLUDES** no-shows)

1.	<p>Please print your name clearly (as it should appear on name badge.) Register a guest just as you would an employee only under TITLE please enter GUEST. Please attach additional copies of the form if needed.</p> <p>County _____ Office/Department _____</p> <p>First _____ Last _____ Title _____</p> <p>First _____ Last _____ Title _____</p> <p>First _____ Last _____ Title _____</p> <p>First _____ Last _____ Title _____</p> <p>Mailing Address _____</p> <p>City _____ Zip _____ Phone _____</p> <p>Email _____</p>
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2.		Early Registration (postmarked by 1/19/26)	Late Registration (postmarked after 1/20/26 or on site)	#	AMOUNT DUE
	Member Elected Official	\$125.00	\$150.00	_____	\$ _____
	Member Employee/Deputy	\$125.00	\$150.00	_____	\$ _____
	Member Guest/Spouse	\$60.00	\$65.00	_____	\$ _____
	Non-Member Elected Official	\$225.00	\$250.00	_____	\$ _____
	Non-Member Employee/Deputy	\$225.00	\$250.00	_____	\$ _____
	Non-Member Guest/Spouse	\$100.00	\$125.00	_____	\$ _____
	ASSOCIATION BREAKOUT SESSION ONLY.....	\$40.00	\$50.00	_____	\$ _____
	Retiree	\$30.00	\$30.00	_____	\$ _____

3.	<p>REGISTRATION INSTRUCTIONS:</p> <p>1. Anyone attending <u>ANY</u> part of the conference is required to register. THAT INCLUDES THE ASSOCIATION BREAKOUT SESSION or WORKSHOPS!</p> <p>2. You may send one check/PO for multiple registrations</p> <p>3. Cancellations must be submitted in writing to CODA, PO Box 2455, Chickasha, OK 73023 or okcoda@gmail.com. ABSOLUTELY NO refunds after January 19th, 2026. (INCLUDING no-shows)</p>	<p>NUMBER ATTENDING THE PRESIDENT'S RECEPTION </p> <hr/> <p>TOTAL AMOUNT ENCLOSED \$ _____</p> <p>Check (payable to CODA) <input type="checkbox"/> PO <input type="checkbox"/></p> <p>Check or PO # _____</p>
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Return Registration Form and Remit Payment To: CODA, PO Box 2455, Chickasha, OK 73023 OR Email: okcoda@gmail.com

DON'T FORGET YOUR WORKSHOP REGISTRATION FORM!!!

CODA 2026 LEGISLATIVE CONFERENCE

TENTATIVE AGENDA

(all times/programs are subject to change)

Monday, February 2

4:00P

CODA Board Meeting

4:00P

Exhibit Hall Set Up

Tuesday, February 3

8:00A

Exhibit Hall Set Up

9:00A

Registration Opens

10:00A

Exhibit Hall Opens

10:00A

Assessor's Meeting

10:00A

CTAO Meeting

10:00A

County Clerk's Meeting

1:30P

Opening Session (Program TBA)

7:00P

Bingo!

Wednesday, February 4

7:00A

"Wake Up Wednesday" Legislative

Breakfast @ the ACCO Building

8:00A

Registration Opens

9:00A-12:00P

Workshops:

What Kind of Working Genius Are You?

Purchase Card (P-Card) Training

From Chaos to Collaboration: Smarter County Budgeting

12:00P-1:30P

Lunch (on your own)

1:30P

Association Breakout Sessions

County Assessors

County Clerks

County Commissioners

County Court Clerks

County Treasurers

County Sheriffs

5:30P

Exhibit Hall Closed

7:00P (doors open 6:30)

**President's Reception featuring
Duelling Pianos!**

Thursday, February 5

9:00A

Closing Session

Keynote Presentation:

"Stronger Together" A Panel Discussion

WATCH THE CODA FACEBOOK PAGE AND WEBSITE FOR UPDATES

CODA Workshops

coordinated by the
CODA Executive Board,
County Training Program (CTP), and
Oklahoma Cooperative Extension Service, OSU

Workshop Registration Form

Each workshop is 3 hours long so sign up for only ONE. One registration form per person.

Workshops:

1. What Kind of Working Genius Are You? (limit 100 participants)
2. From Chaos to Collaboration: Smarter County Budgeting
3. Purchase Card (P-Card) Training

Workshop Name:	
Name:	Title:
County:	Phone:
Address:	
City:	Zip:
e-mail address:	

***Please complete and return registration form with your CODA Registration
CEU hours will be recorded to those who "sign-in" at the Conference.***